Speco Dashboard User Manual

www.specotech.com

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What is the Speco Dashboard?

The Speco Dashboard gives you the ability to manage and monitor your Speco installations that are out in the field from a web browser. You will be able to organize accounts as detailed as you like creating sublevels, be visually alerted to changes in recorder health status, manage analytic features, and much more.

Overview

This quick start guide will walk you through setting up and managing your Dashboard. This will include:

- Logging into and managing your dashboard
- Adding and managing Dashboard users
- Adding and managing installer credentials
- Adding and managing customer accounts and sub-levels
- Adding and assigning recorders to customers
- Directly connecting to Speco Blue recorder sites
- Review Site Health care information
- Setting up E-mail and Dashboard notifications for different events
- Configure E-maps
- Export/Import Site Configurations
- Viewing and Exporting Dashboard Logs
- Manage recorder site AI functions

Dashboard Security

Speco is dedicated to ensuring that our customers not only have a seamless dashboard experience, but also that their information is secure from any outside party. See the security measures we have taken, as well as our recommendations, to make your dashboard experience a secure one.

Password Management

Passwords are stored in a database in an encrypted format. If the database was ever compromised, the original passwords remain encrypted, fortifying the defense against unauthorized access and enhancing overall data protection.

AES256 encryption algorithm is used to ensure the security of the passwords stored in our SecureGuard Dashboard system. When the system needs to authenticate a user, the stored encrypted password is retrieved and decrypted. By using encryption and decryption techniques like AES256, the system enhances the security of the stored password, making it difficult for unauthorized individuals to obtain any original password from the database.

Communication

HTTPS serves as a secure standard for encrypting communication between clients and servers. The traffic between the SecureGuard Dashboard client and the server is encrypted using HTTPS. Every incoming request from the client is passed through the secured HTTPS layer ensuring it is not an illicit entity masquerading as the source.

SQL Injection - All user inputs are validated and sanitized before incorporating them into SQL queries. This ensures that the data is properly parameterized for queries or prepared statements. When handling errors, only generic error messages are displayed to users while logging detailed errors separately, preventing attackers from gaining insights into database structure while improving incident response.

General Account Safety and Security Recommendations

Speco recommends that each user accessing the Dashboard should have their own account. If multiple users share a single account, there is an increased risk of a password being shared with others in the organization. Organizations should limit user access privileges to the accounts needs to perform their specific work tasks only.

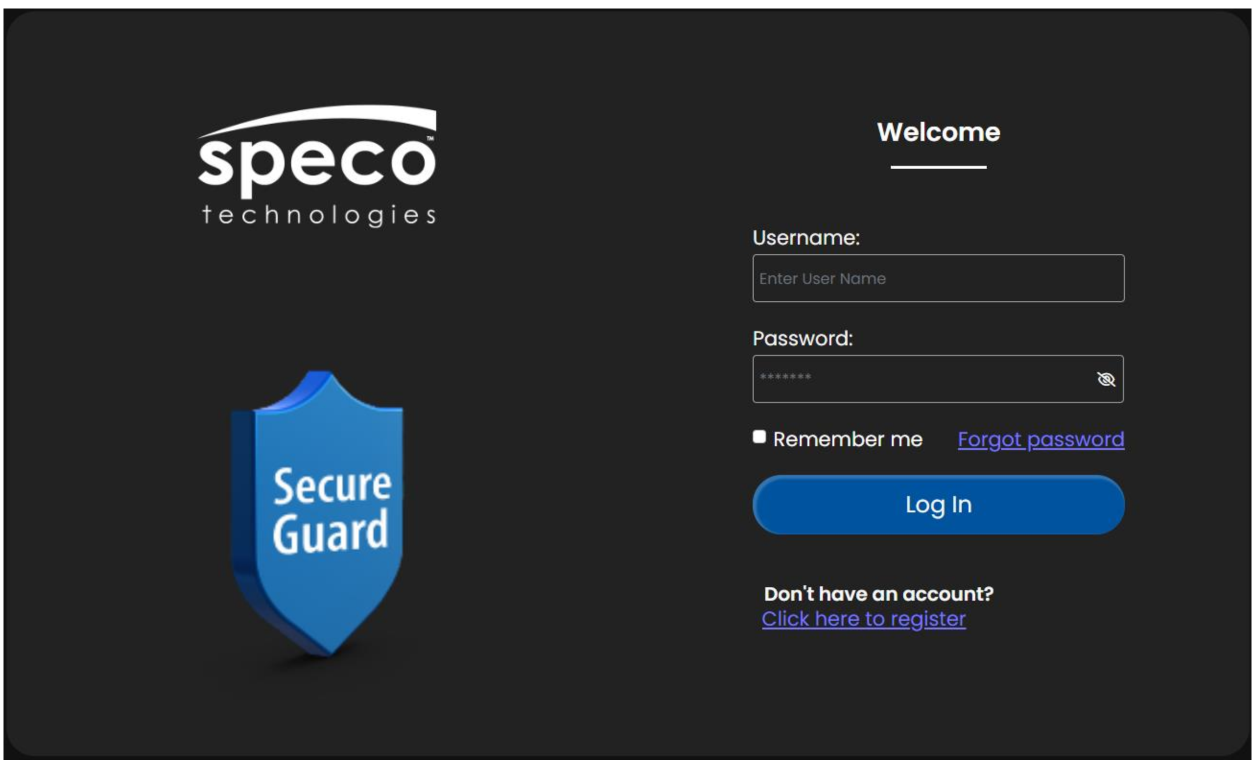
Logging into your Dashboard

You can access your Dashboard on any web browser on your Windows and Mac computer as well as your mobile web browser.

In the web address box of your web browser, enter specodash.cloud, then press the **Enter** key on your keyboard.

Enter your e-mail and password. Then click **Log In**.

Please select **Click here to register** if you do not have a log in. The link will open an *Account Registration* form. Fill out and submit the form and a Speco Representative will contact you with further steps on becoming a Speco Cloud Service Partner.



Adding and Managing Your Installer Team

This Dashboard Feature allows you to create individual credentials for the members of your installer team. Once created, an installer team member will register their credentials on our SecureGuard Mobile App (Available for iOS and Android).

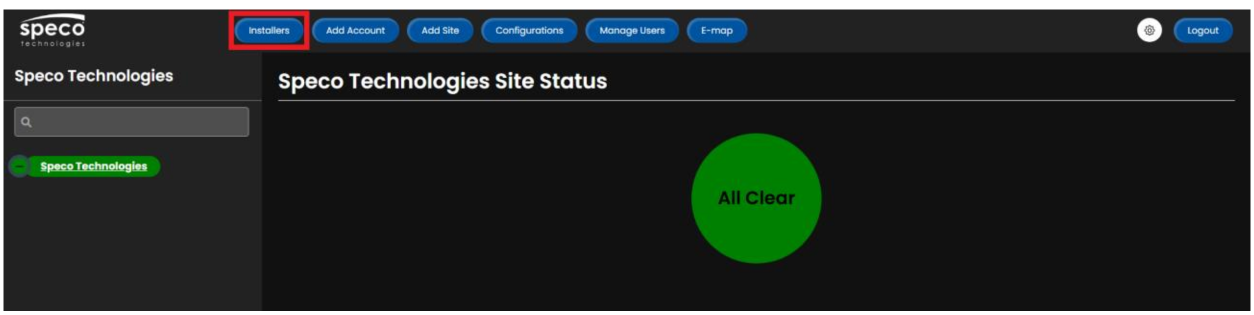
Once registered into the app, they can add Speco Blue Recorders to the Dashboard using their phone once the recorder has been connected to the internet.

***Mobile data or Wi-Fi connection required**

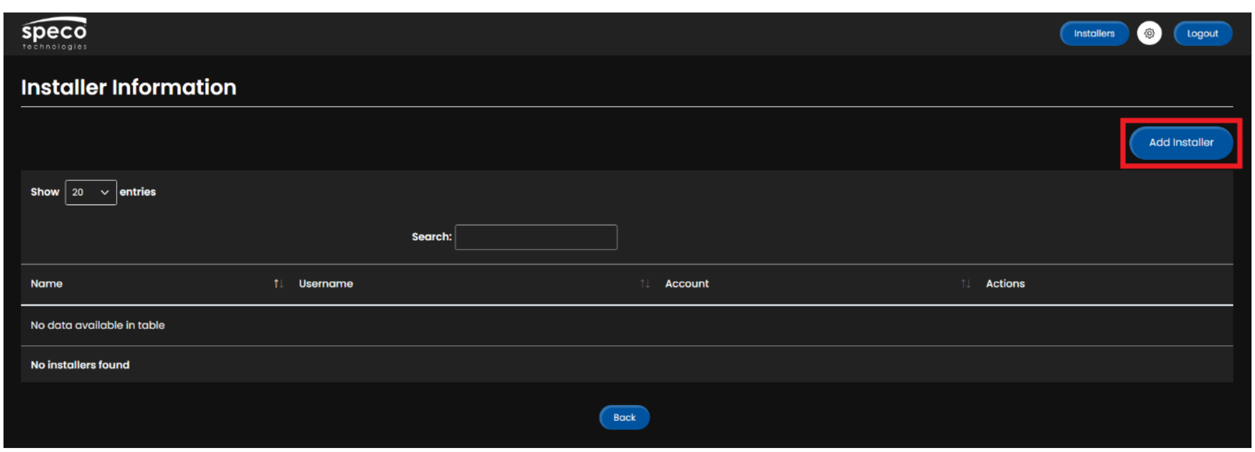
Learn more about how your installer team will register their credentials on the SecureGuard mobile app here.

Adding Installers

When logged into the Dashboard, click the **Installers** button.



Add an Installer by clicking **Add Installer**.



Fill in the *Name*, *Username* and *Password* boxes. Assign the Installer to an Account the click **Save**.

Learn more about the Accounts feature ***here*****.**

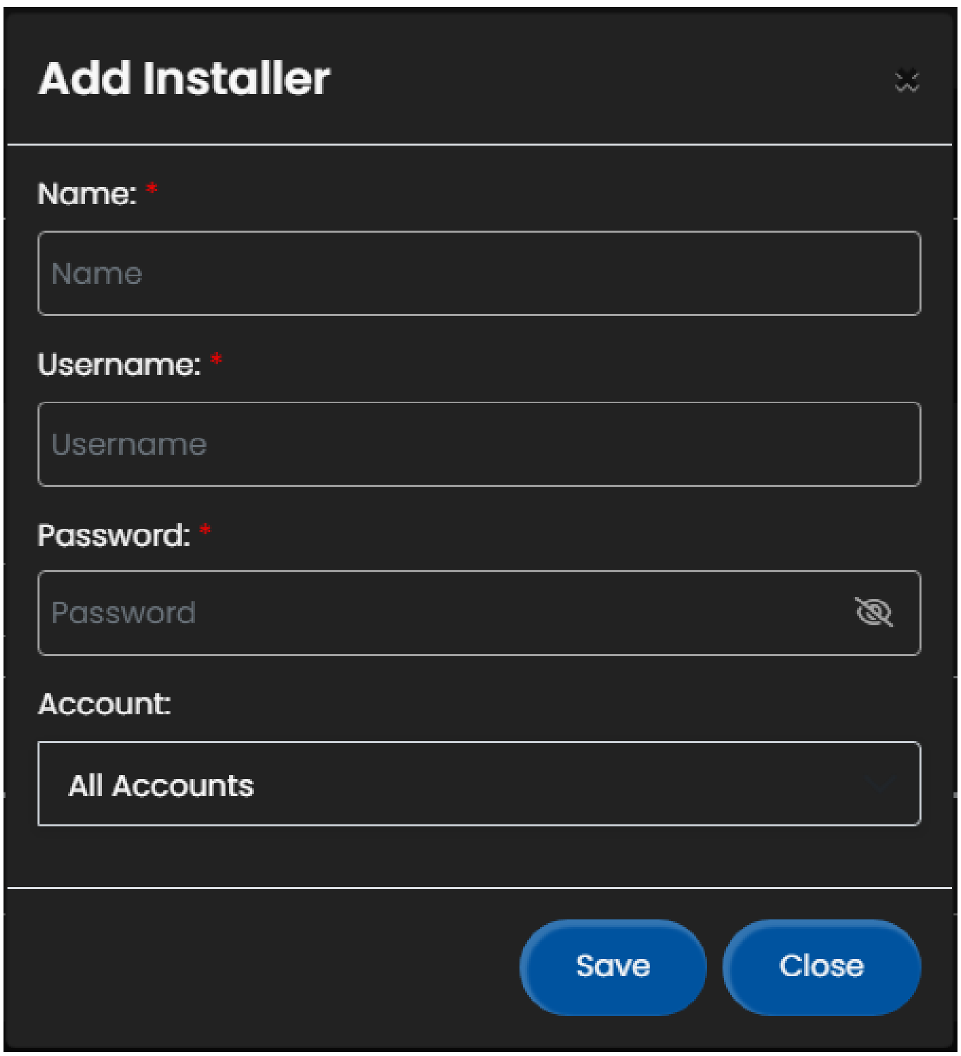
PASSWORD REQUIREMENTS: At least 1 uppercase letter.

(3 of 4 must be met) At least 1 lowercase letter.

At least 1 digit.

At least 1 Special Character (Except $ and &).

Repeat these steps, if necessary, for the Installer team.

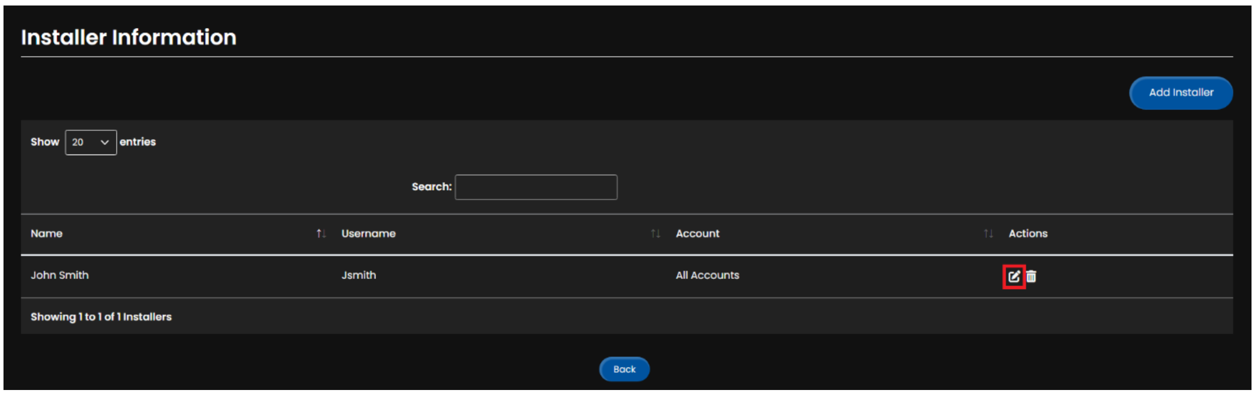


Managing your Installer Team

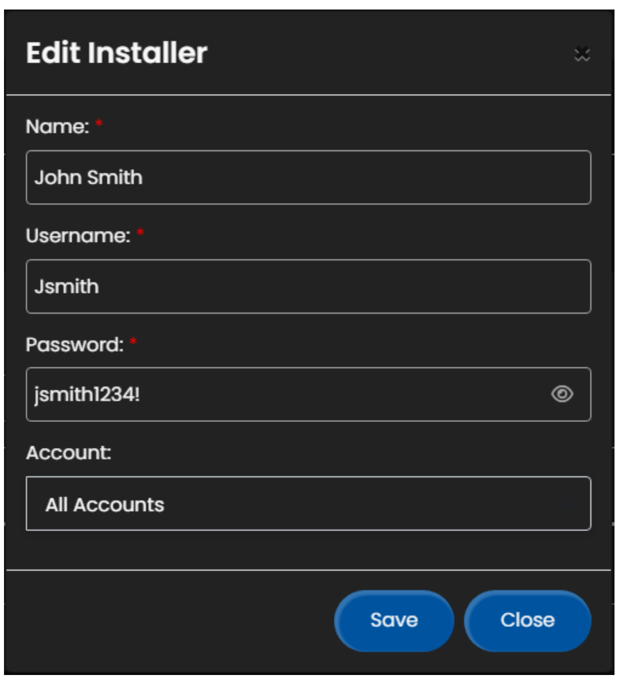
In the event you need to make any changes to your installer team or check their login credentials, follow the steps below.

View or edit an existing Installer

In the event an Installer forgets their password, or need their assigned account changed, locate the installer on the table and click the edit icon found under the *Actions* column.

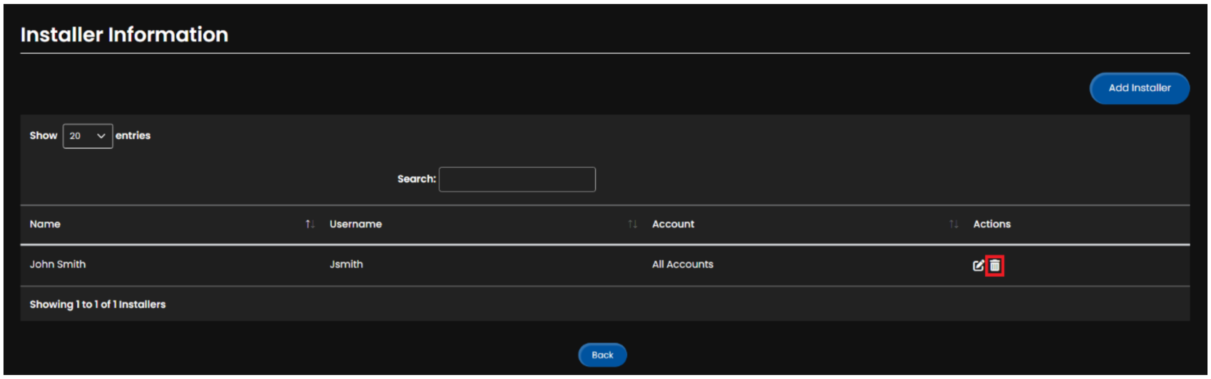


You can view the installer's current password by clicking the eye icon next to the hidden password. If the password (or any field) needs to be changed, simply enter new credentials and click **Save**. To cancel any changes, click **Close**.

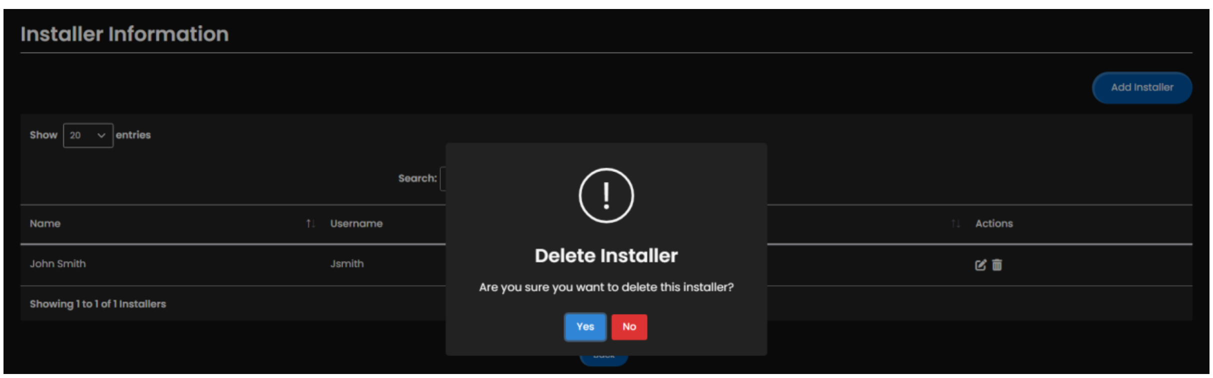


Deleting an Installer

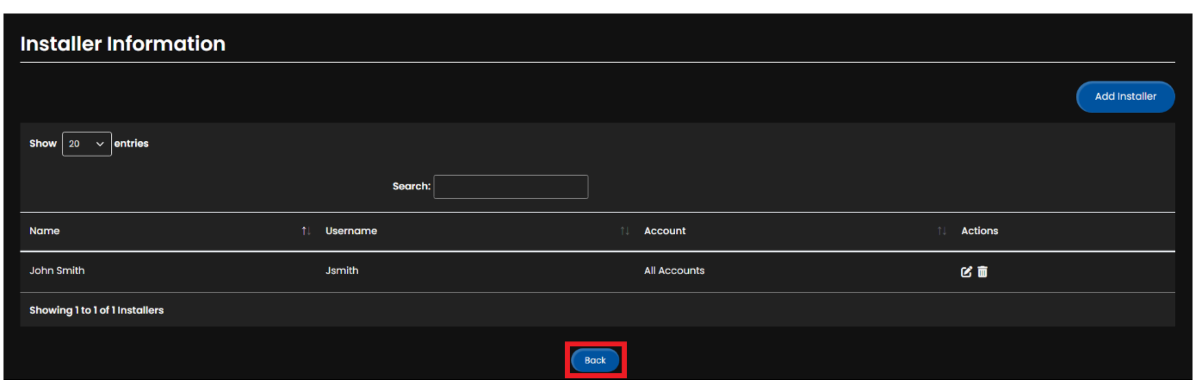
If an Installer is no longer part of the team, you will want to remove them from the table. To remove an installer from the table, click the trashcan icon under the *Actions* column.



You will be prompted to confirm the deletion of the installer. Click **Yes** to proceed with the deletion or click **No** to cancel the deletion.



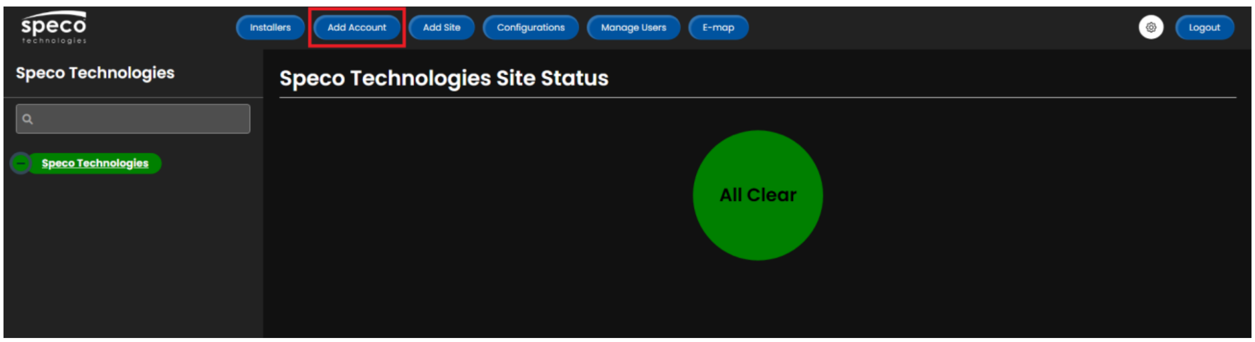
When you are done configuring your installer team, you can return to the main Dashboard interface by clicking the **Back** button at the bottom of the page.



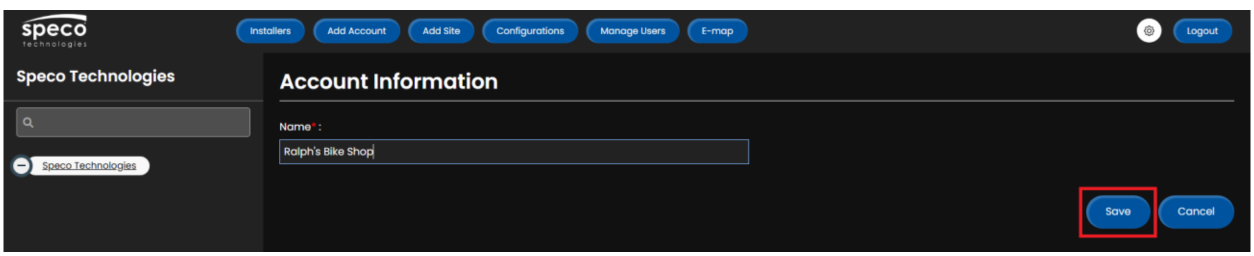
Adding an Account

You will want to create Accounts to organize your sites. For example, *Chipotle®* or *McDonald's®* would identify as an Account.

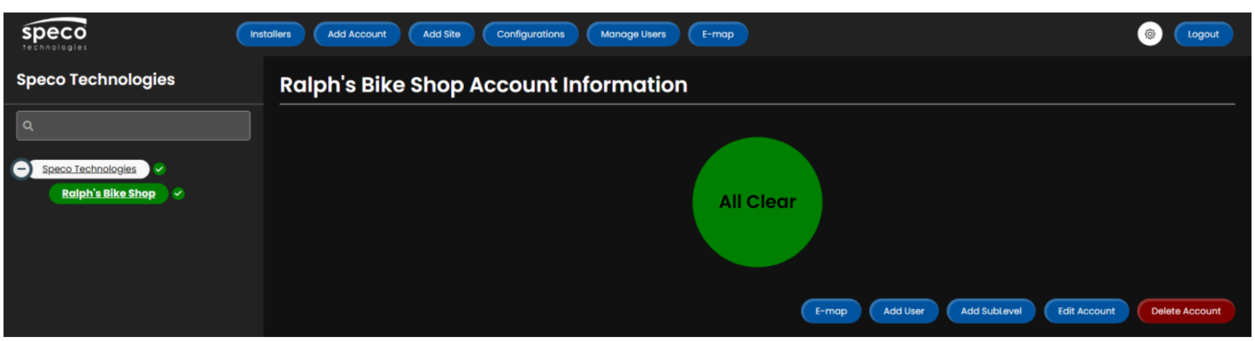
In your Dashboard Interface, first click the top tree level of your Dashboard, which is your Installer Company name, and then click **Add Account**.



Enter the name of the account and click **Save**.



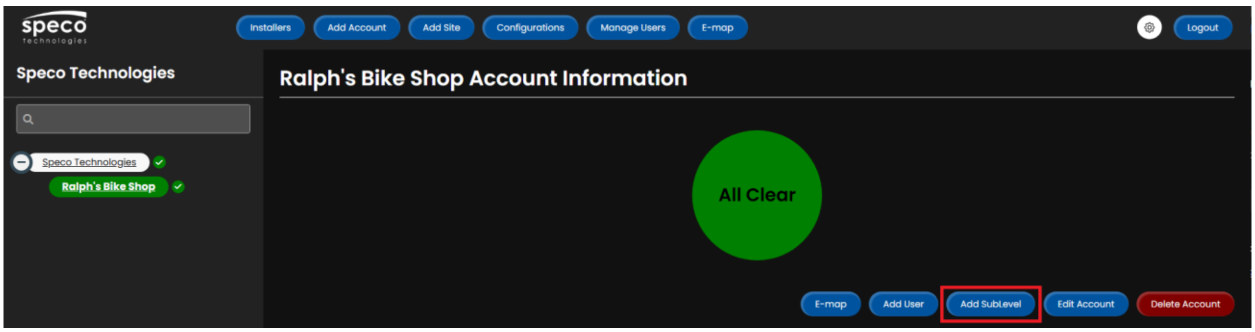
The new Customer Account will appear as a Child Tree under your company name.



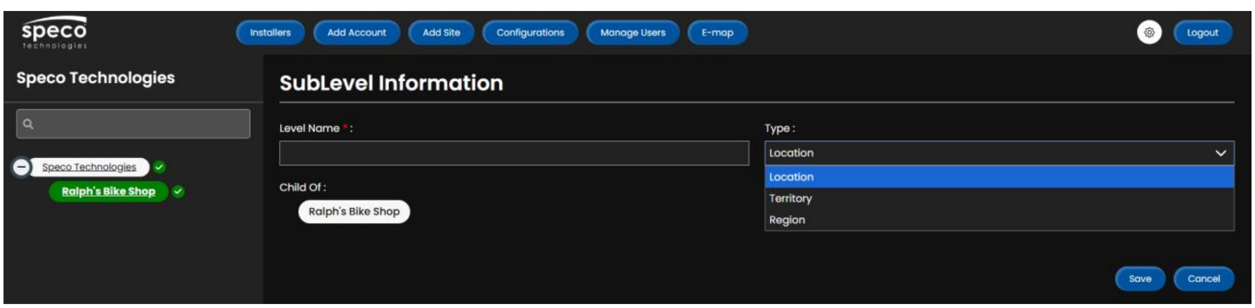
Adding Sub-Levels to an Account

If your Account is a chain with multiple locations, you can add as many sub-levels to organize their location hierarchy and/or devices however you please.

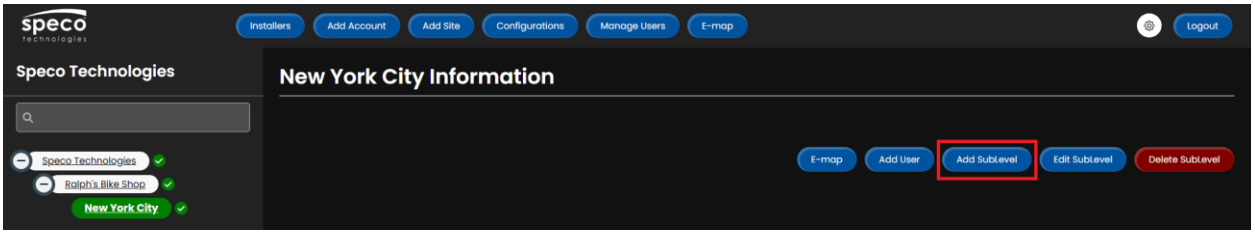
To add a sub-level to an Account, click the Account you would like to add a sub-level to and click **Add SubLevel.**



Enter the name for the sub-level and assign a **Type** (*Location, Territory,* or *Region*). Ensure the sub-level is assigned to the correct account under the **Child of:** selection. Once completed, click **Save**.



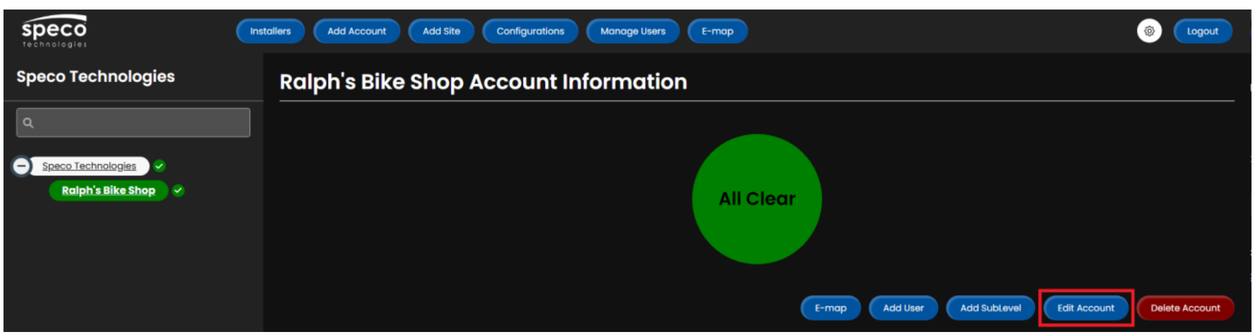
If you want to add another layer to a sub-level, select the sub-level from the tree panel, and click **Add SubLevel**, and repeat the steps taken to create a sub-level.



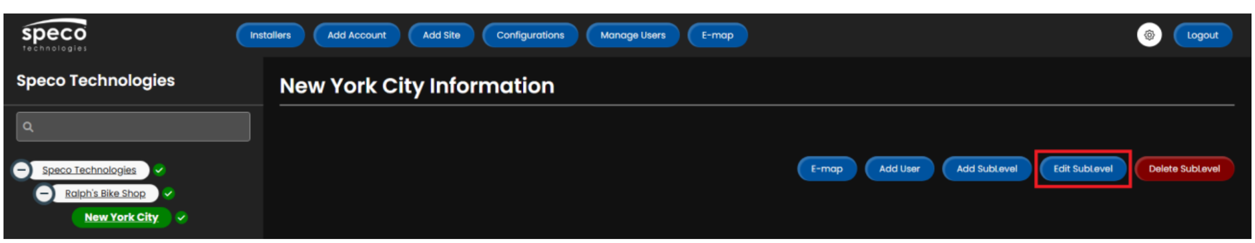
Editing Accounts and Sub-Levels

To edit an Account or sub-level, click on the Account or sub-level from the tree. If an Account was selected, select **Edit Account** from the page. If a sub-level was selected, select **Edit SubLevel** from the page.

Edit Account button

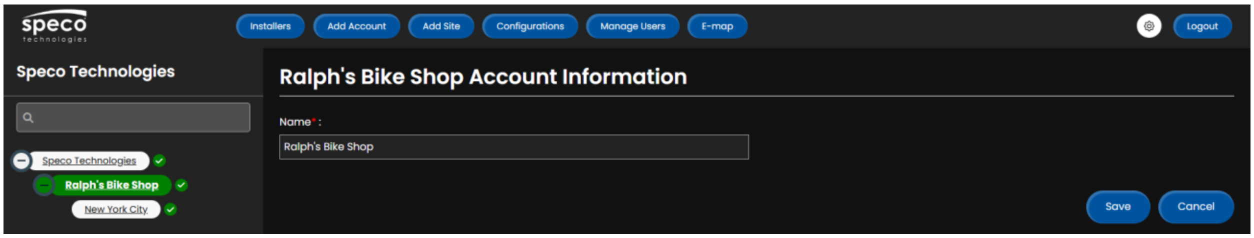


Edit SubLevel button

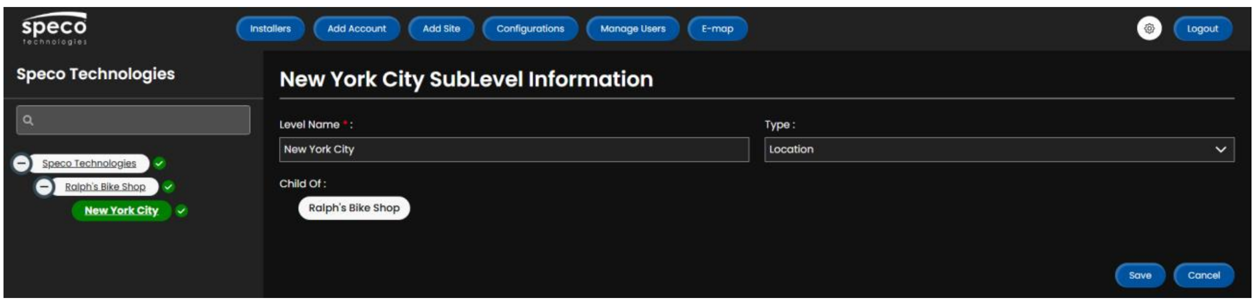


Make your updates to the selected level. When complete, click **Save**.

Edit Account Information.



Edit SubLevel Information.



Deleting an Account and Sub-Level

In the event an Account or sub-level is no longer active, you will want to delete the necessary levels to make sure your Dashboard is up-to-date. In order to delete an account or sub-level, you will need to first delete any child levels, users, and sites that fall under the level that needs deleting.

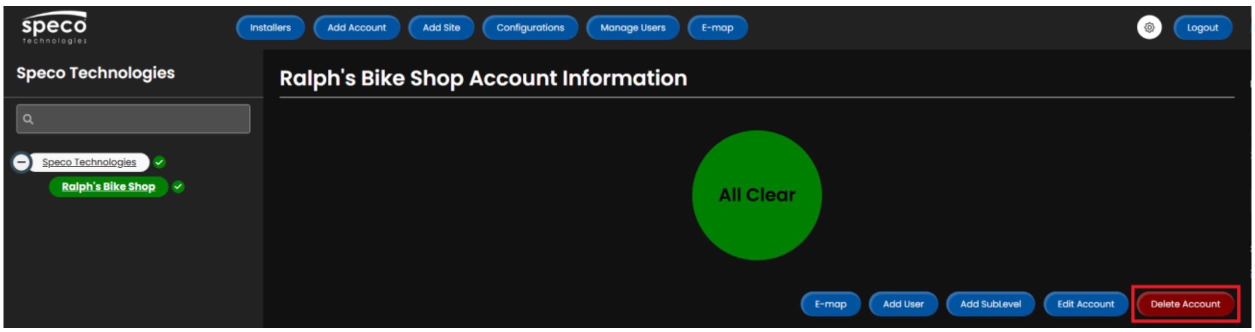
For more information on deleting Users, click here.

For more information on deleting Sites, click here.

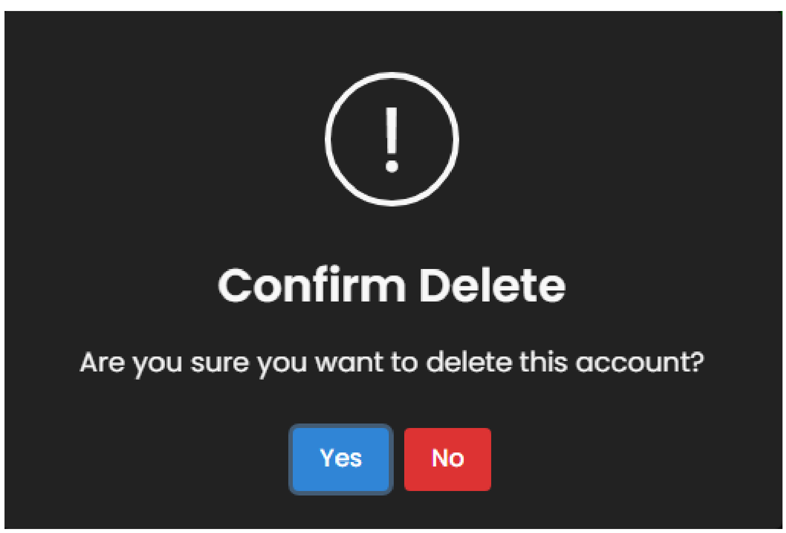
Deleting an Account

If an account is no longer being monitored, you can delete it from your Dashboard. Keep in mind that to delete an account, you need to delete all users, sub-levels and devices under it. Once complete, select the customer account and click **Del Account**.

Keep in mind that any sub-levels, users, or sites must be deleted to delete an Account.



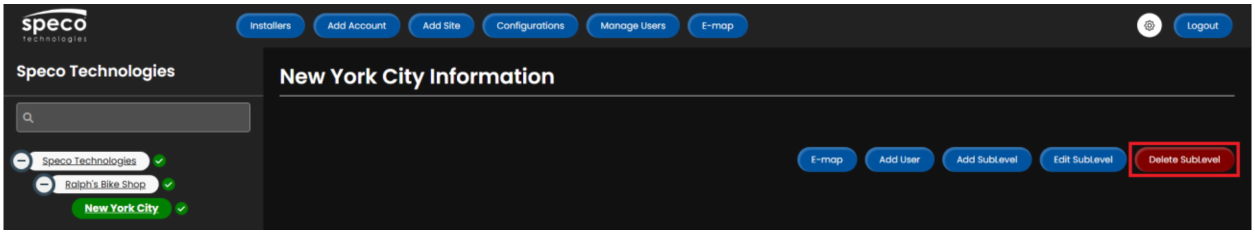
Click **Yes** to confirm the deletion. Click **No** to cancel the deletion.



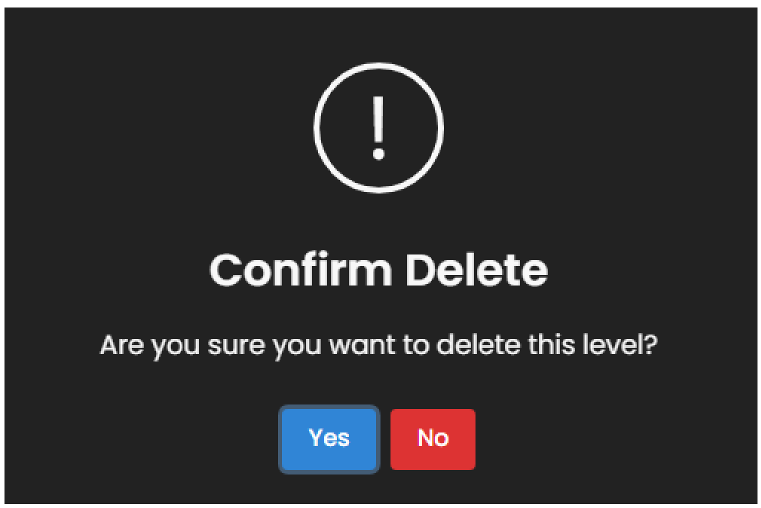
Deleting a Sub-Level

To delete a sub-level, locate the sub-level you want to delete , select it, and then click **Del SubLevel** from the menu.

Keep in mind that any sub-levels, users, or sites must be deleted to delete a sub-level.



Click **Yes** to confirm the deletion. Click **No** to cancel the deletion.



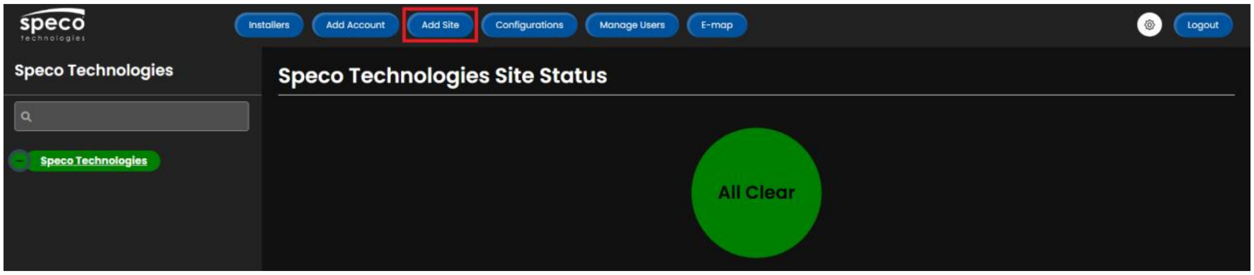
Adding a Site to the Dashboard

There are two ways to add a Speco Blue Recorder to your Dashboard; One method is having the NVRs scanned in via SecureGuard Mobile App, with Installer credentials registered. Another method is manually adding the NVR to the Dashboard using its written QR Code number.

Any other site type, like an IP Camera or SGBRIDGE1TB device cannot utilize the scan-in function of the SecureGuard Mobile App. These devices will need to be entered into Dashboard manually.

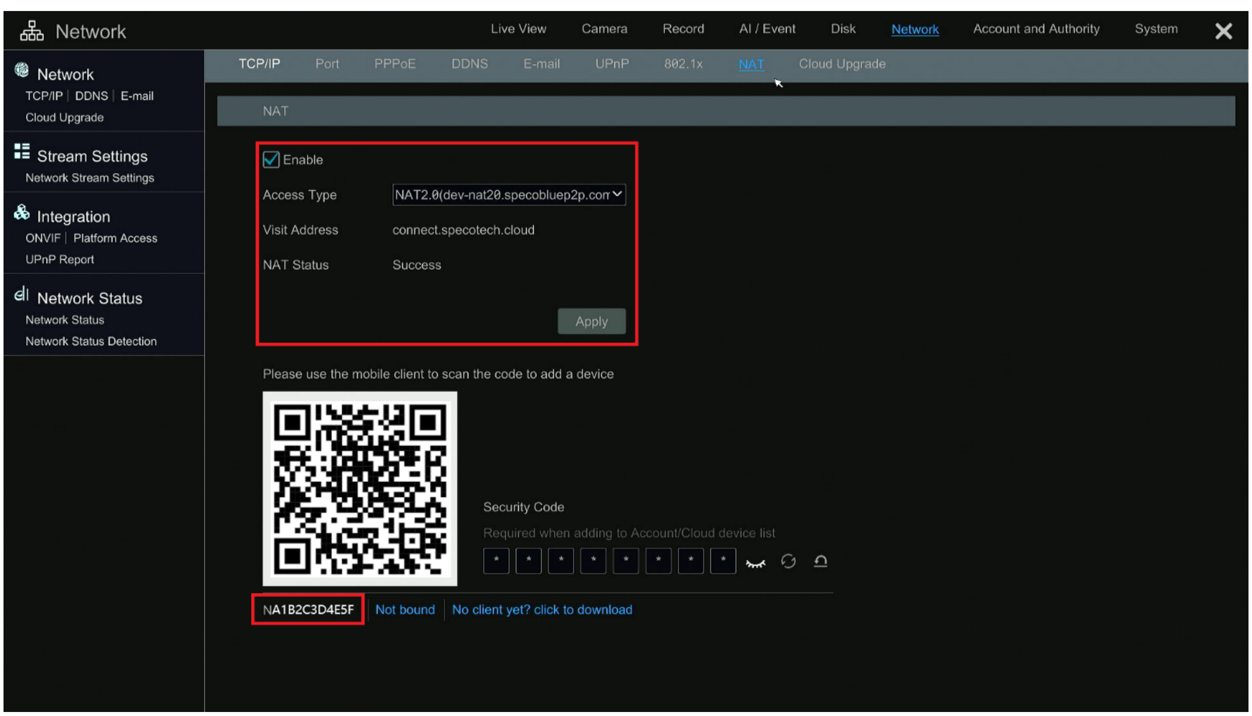
Manually Adding a Site to Dashboard

At the top of the Dashboard screen, click **Add Site**.



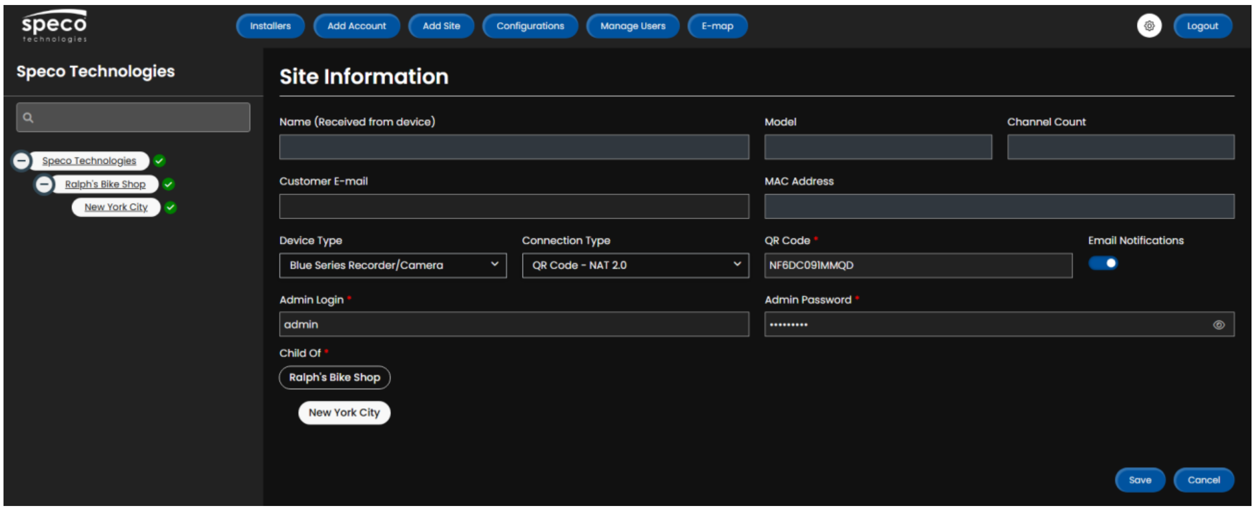
When adding a Speco Blue Recorder manually, you will need to confirm the NAT type and the QR Code. This information can be found by going into the recorder's *Network Settings*, then selecting the *NAT* option. You will also need the admin login credentials of the recorder.

At the recorder, ensure that the checkbox next to **Enable** is checked. Confirm the *Access Type*. Confirm the *NAT Status* appears as **Success**. Take note of the characters beneath the QR Code. Make sure to click **Apply** if any changes were made.



Enter the **QR Code**, **Admin Login,** and **Admin Password** of the recorder into the Dashboard. Toggle the switch under **Email Notifications** if you wish to receive important event notifications from the site. Select the parent level for the site with the **Child of** option. This will assign the site to a specific Account/sub-level. Once complete, click **Save**.

For more information on configuring e-mail notifications, click **here.**



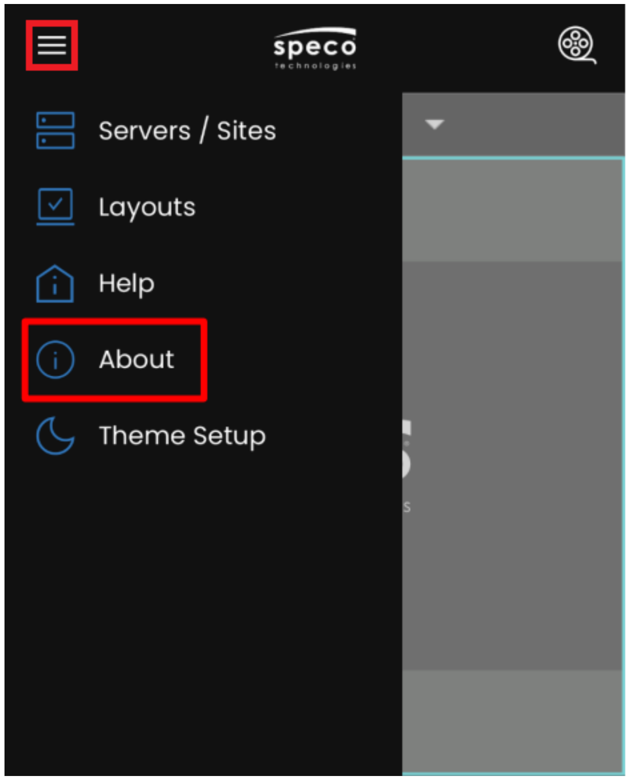
Adding a Site from the SecureGuard Mobile App as an Installer

As the Installation company, you will want to instruct your installers to register their assigned installer credentials in the SecureGuard Mobile App (Available for iOS and Android). Once registered, the SecureGuard Mobile App can be used to scan an NVR's QR Code to automatically add the unit to the Dashboard.

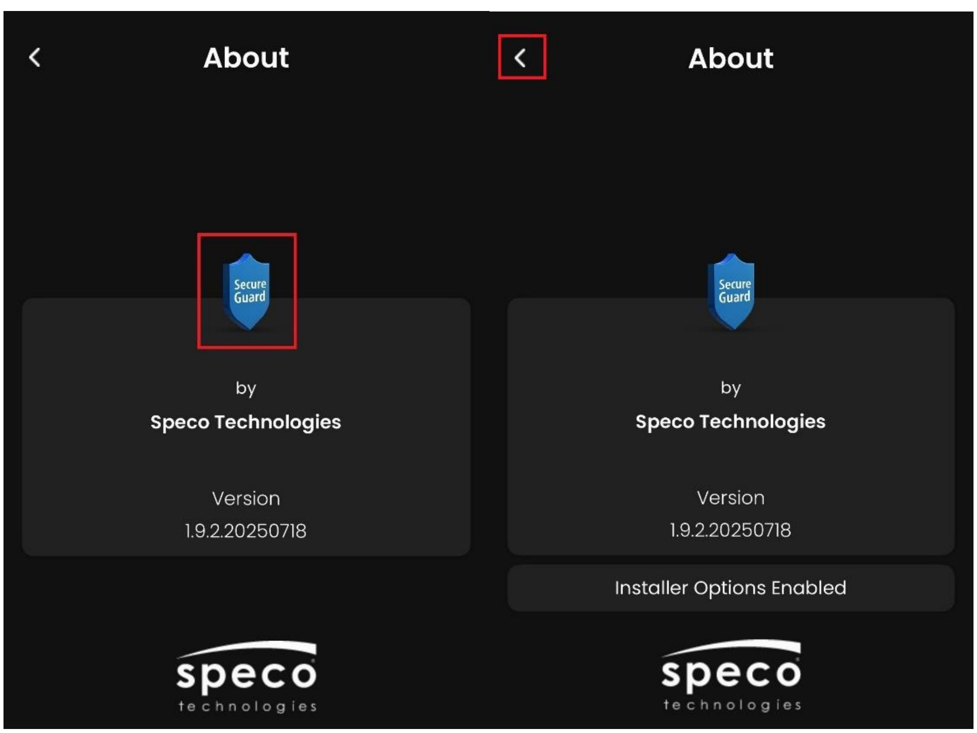
Installer Registration for the SecureGuard Mobile App

When the app has no sites connected, it will always open to the *Add Server/Site* page. If this is the case, select **Cancel** at the bottom of the screen.

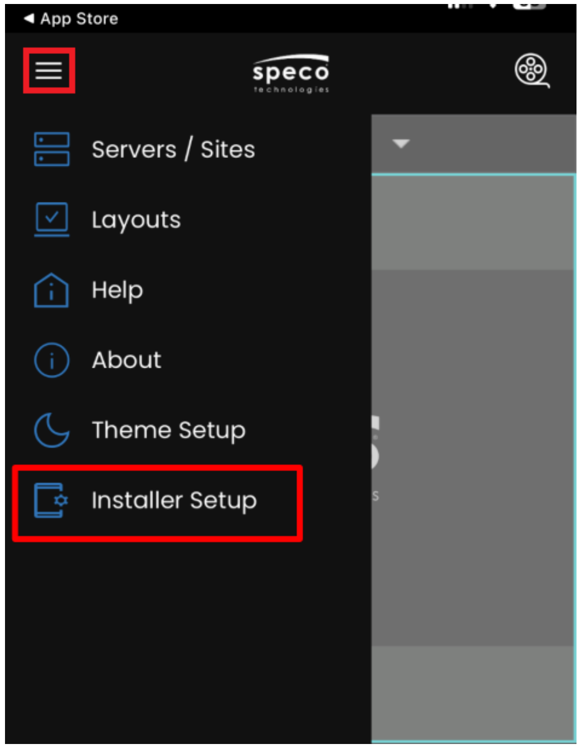
On the main screen, select the Hamburger menu icon ≡ to open the left-side menu, and select the **About** option.



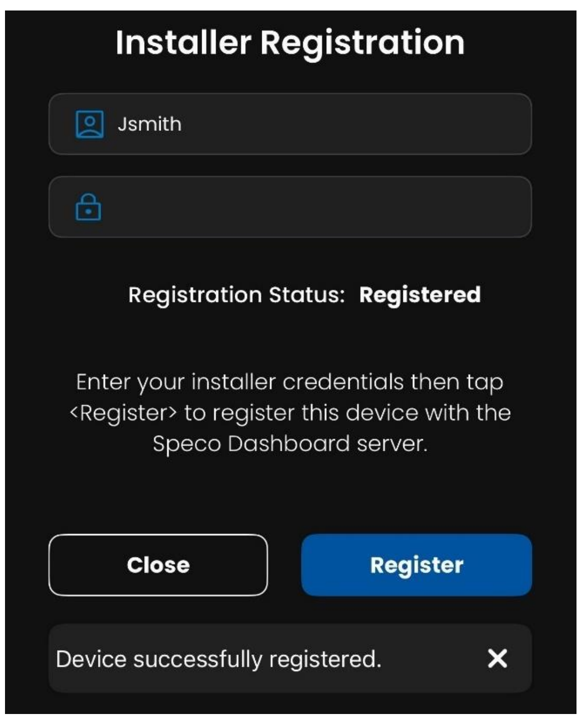
Press the SecureGuard Shield 7 times. This will display text that reads *Installer Options Enabled***.** Once confirmed, press **<** to go back.



On the main screen, select the Hamburger menu icon ≡ to open the left-side menu, and select the **Installer Setup** option. This is where the installer will enter their installer credentials to register their device to send Speco Blue recorders to the Dashboard.

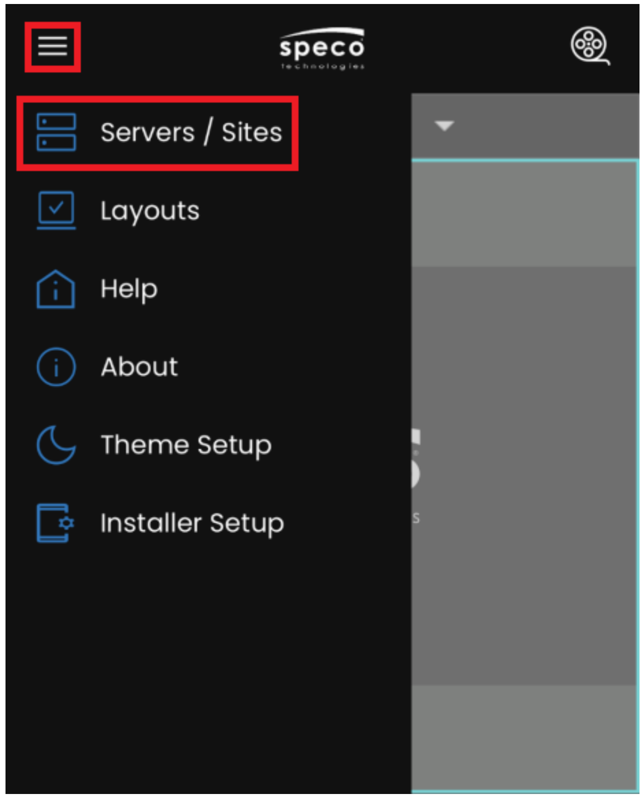


Enter the assigned Installer credentials and press **Register.** If successful, the *Registration Status* will change to **Registered**. Press **Close** when finished.

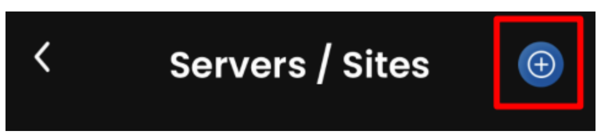


Scanning a site into the Dashboard

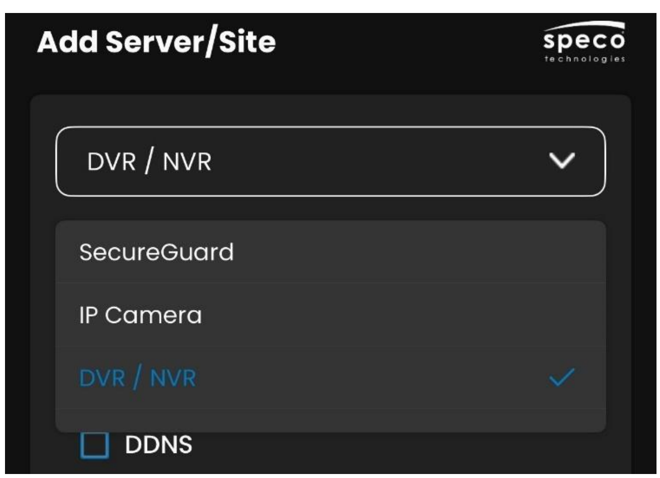
Once registration has been confirmed, on the main screen, select the Hamburger menu icon ≡ to open the left-side menu. Select the **Server/Sites** option.



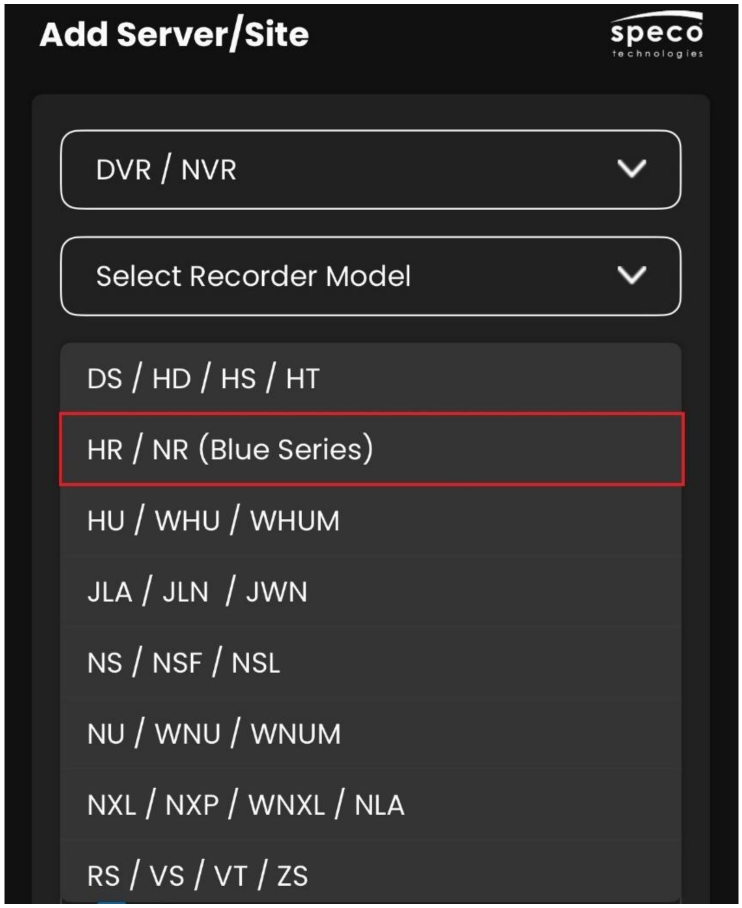
Press the **+** button at the top-right corner to pull up the *Add Server/Site* menu.



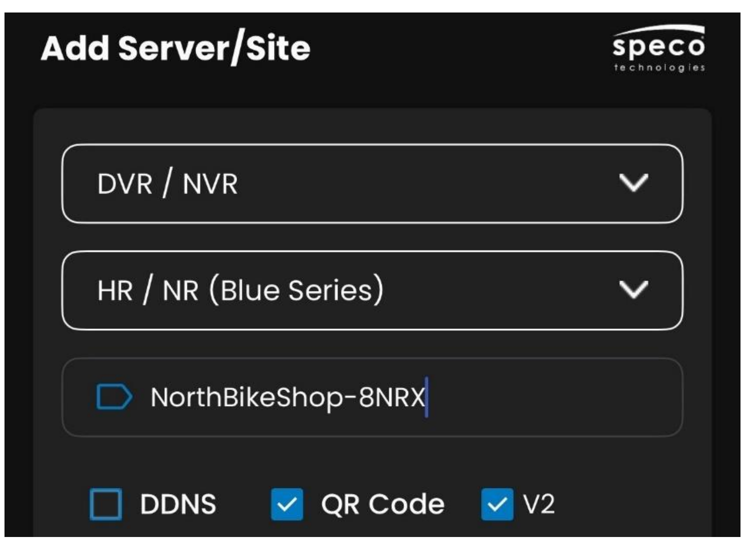
For *Select a Site Type,* select **DVR / NVR**.



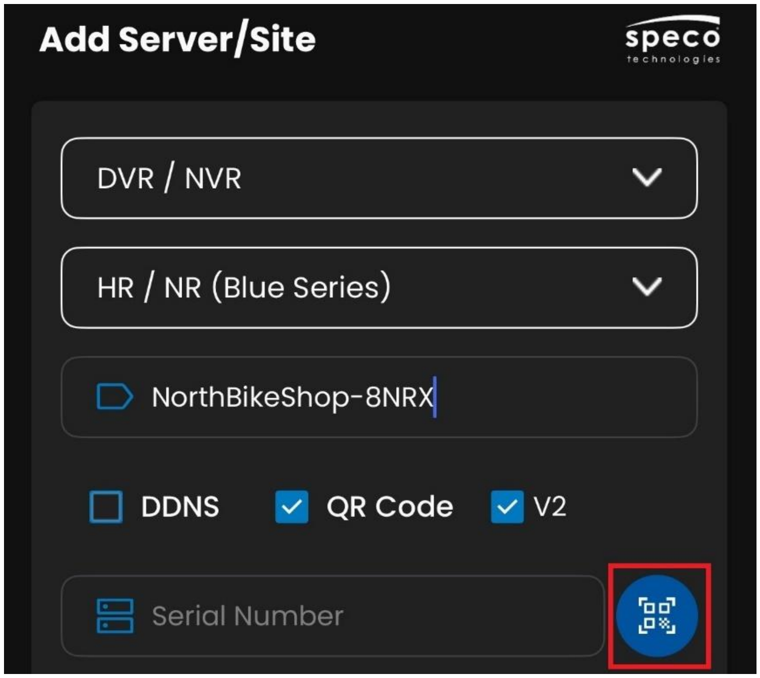
For *Select Recorder Model*, select **HR / NR (Blue Series).**



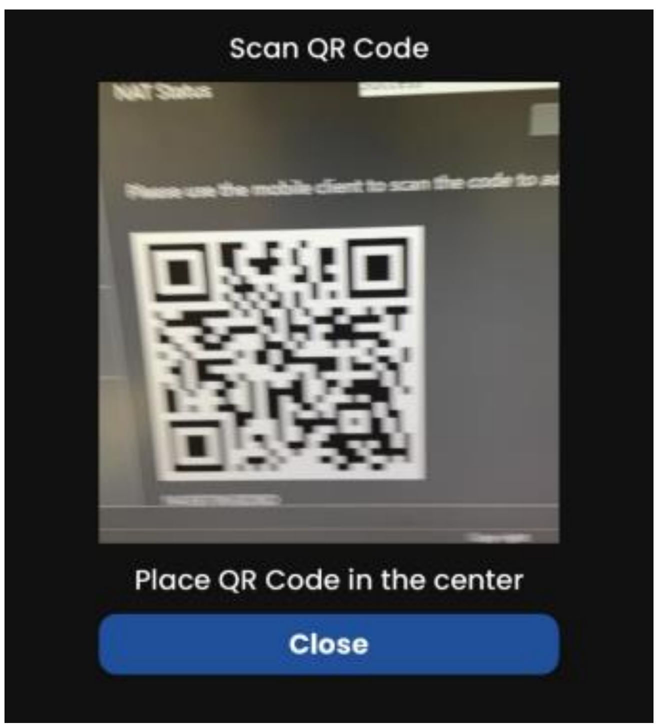
Next, enter a name in the **Server/Site Friendly Name** field. This is how the unit will be identified on the SecureGuard Client App. Next, check the box next to **QR Code**. If your recorder is utilizing NAT2.0, check the box next to **V2** as well.



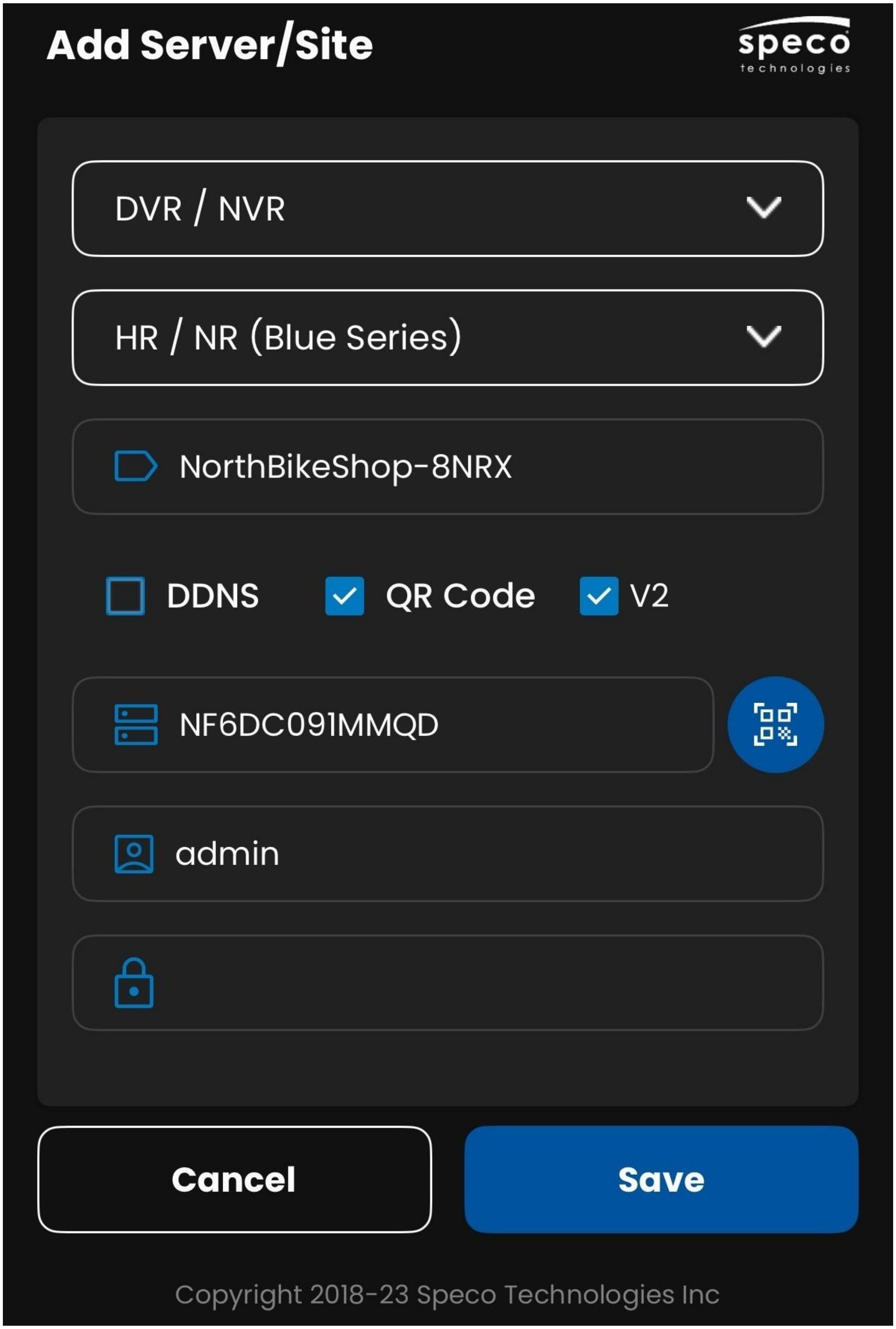
Tap the icon next to the *Serial Number* field. You may be prompted to give the SecureGuard app permission to use the phone's camera. If prompted, please grant permission.



Scan the QR Code of your Speco Blue Series Recorder. This can be found in the *Network Settings* > *NAT* menu of the recorder.

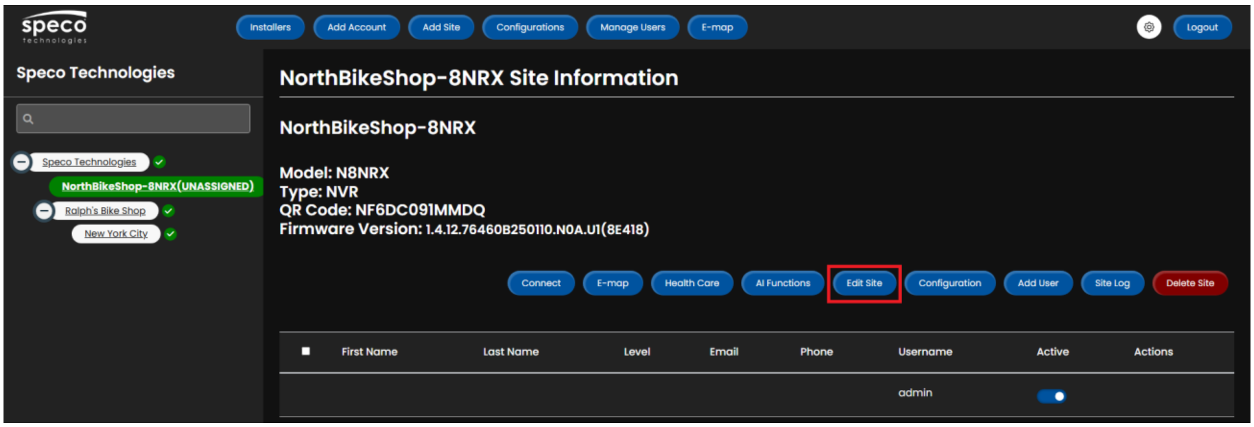


Upon scanning the QR Code, the *Serial Number* field will populate along with the *User Name* field. Enter the recorder's admin password in the *Password* field and select **Save**.

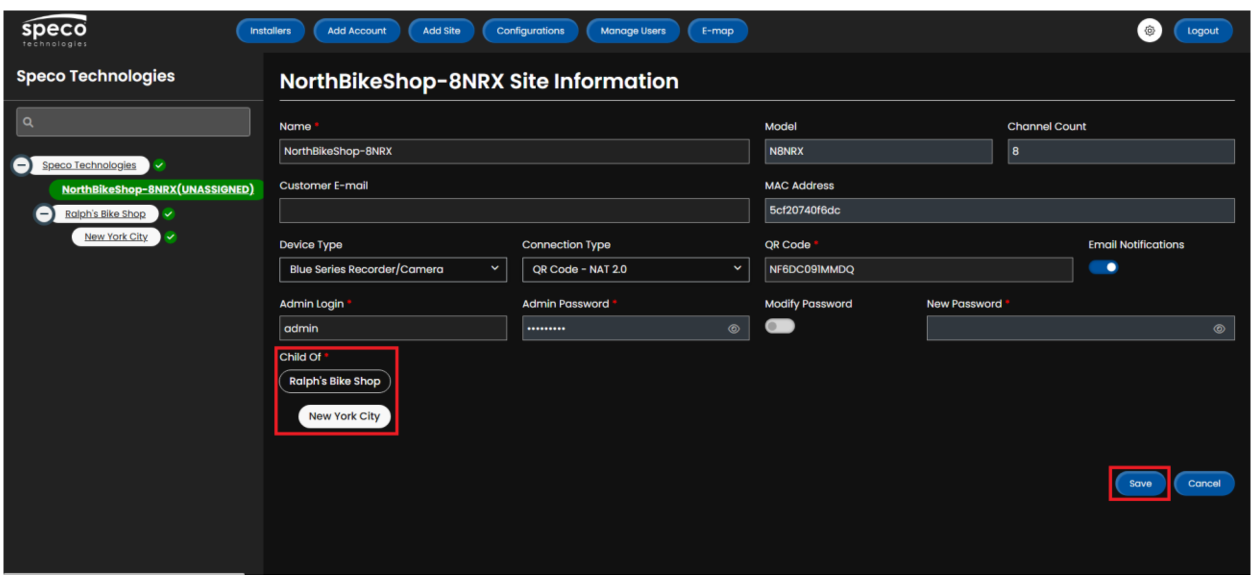


Upon successfully adding the recorder to the SecureGuard Mobile App, the recorder will be listed under the Dashboard Tree. Depending on the configuration of the Installer account, the site can either appear under an Account, or under the top-most tree level labeled as *UNASSIGNED*.

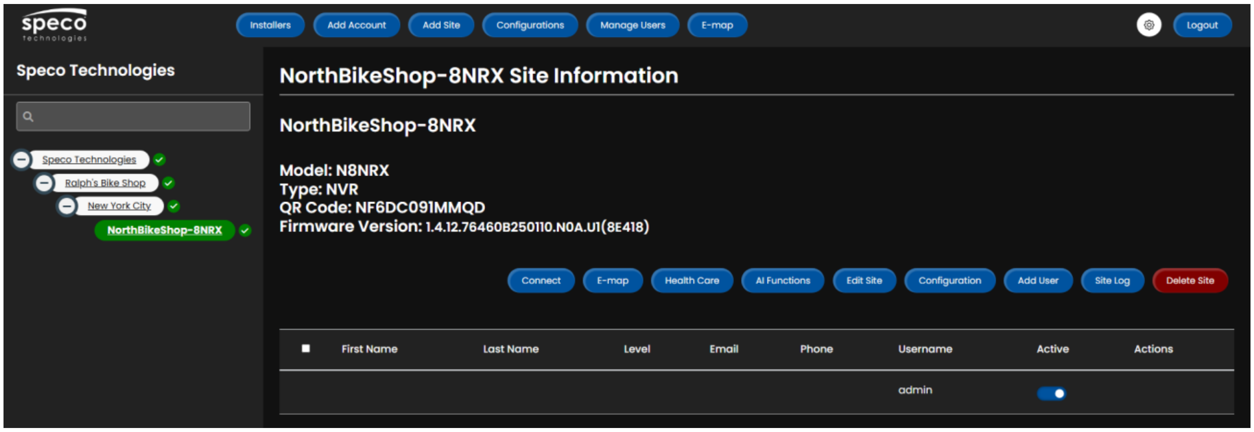
To assign the site to an Account, or other sub-level, select the **Edit Site** option.



Select the Account or sub-level you would like to assign the site to and click **Save**.



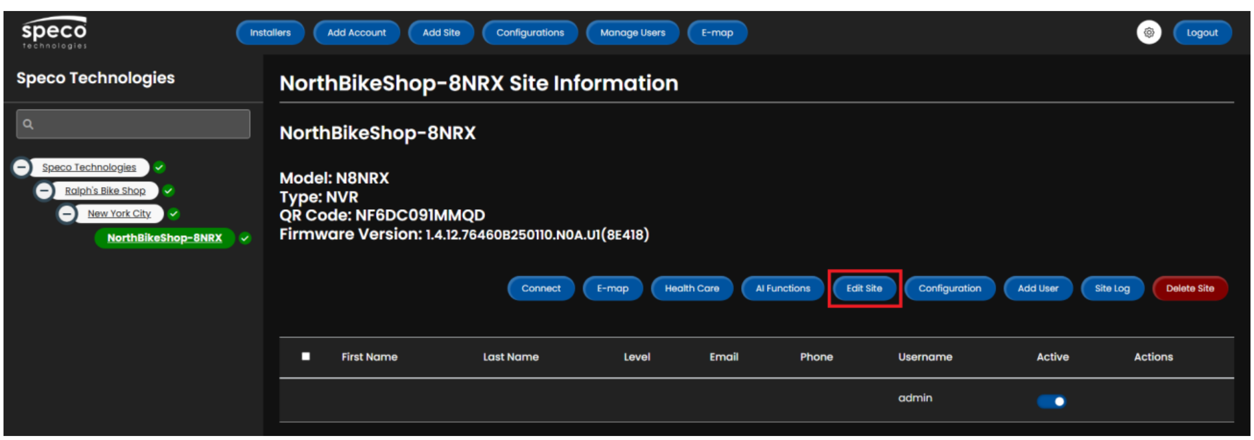
The site should now appear under the selected Account/sub-level tree.



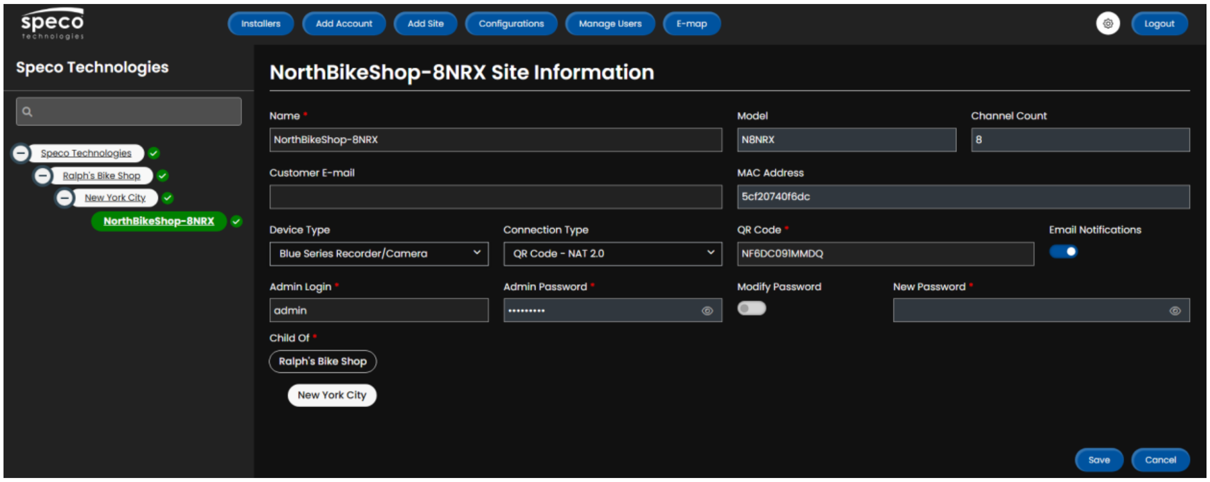
Managing an added Site

Editing a Site

In the event you need to edit site information, select the site you want to edit from the tree and click **Edit Site**.

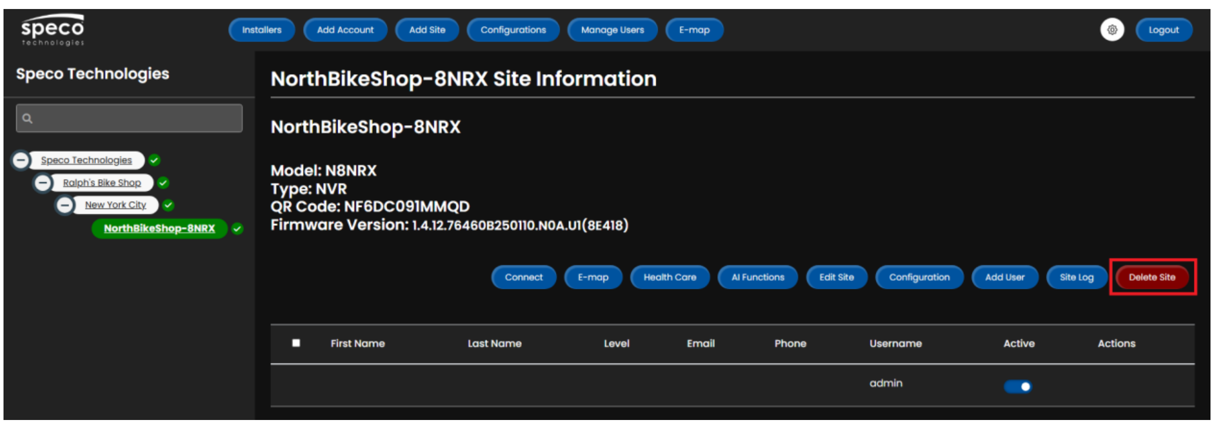


Make any changes that are required and click **Save**.

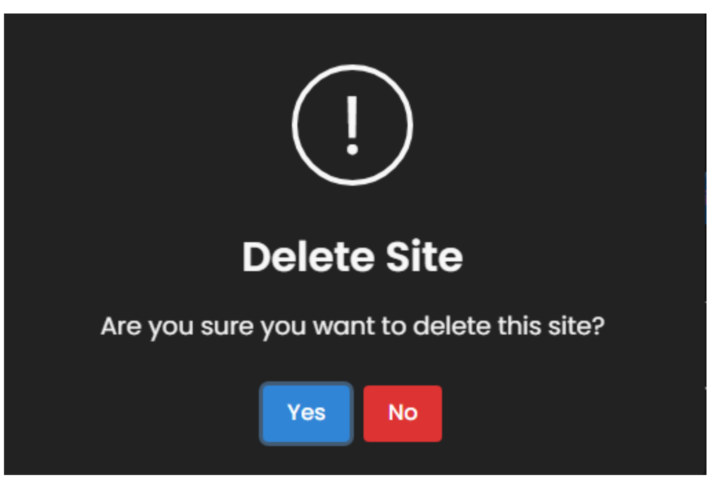


Deleting a Site

If you need to delete a site, select the site you want to delete from the tree and click **Delete Site.**

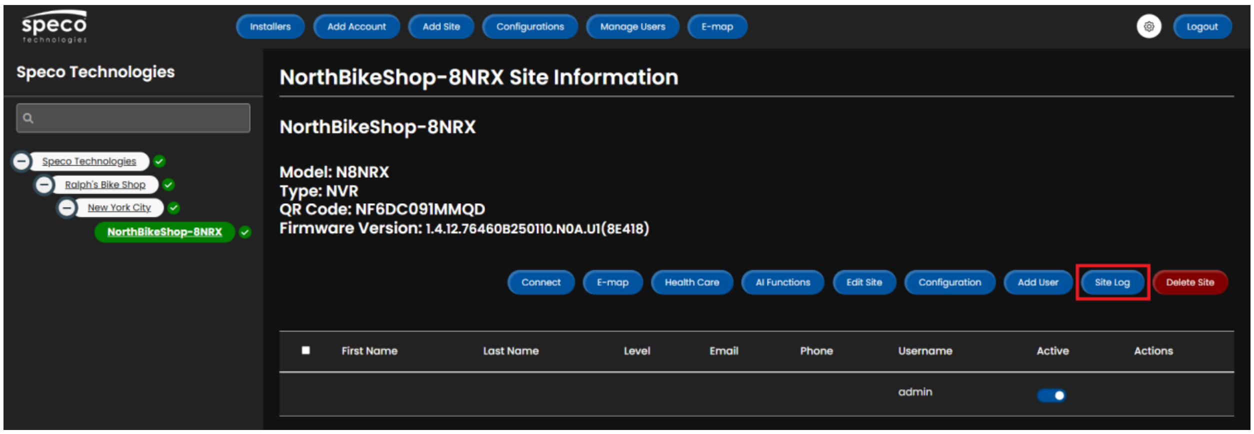


To proceed with the deletion, click **Yes**. To cancel, click **No**.



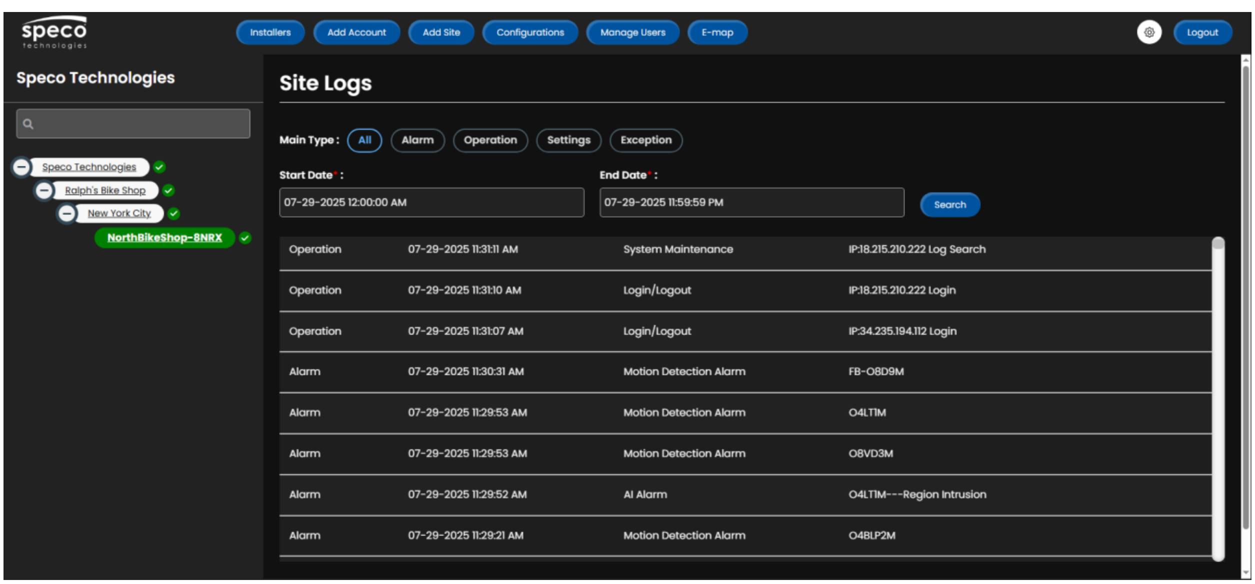
Viewing Site Logs

If site logs need to be investigated, select the site you want to check from the tree and click **Site Log**.



Select the type of log you would like to see, the options are: **All, Alarm, Operation, Settings,** and **Exception**. Next, select a **Start Date** and an **End Date**. Select **Search**.

The requested logs should appear.



Managing Configurations

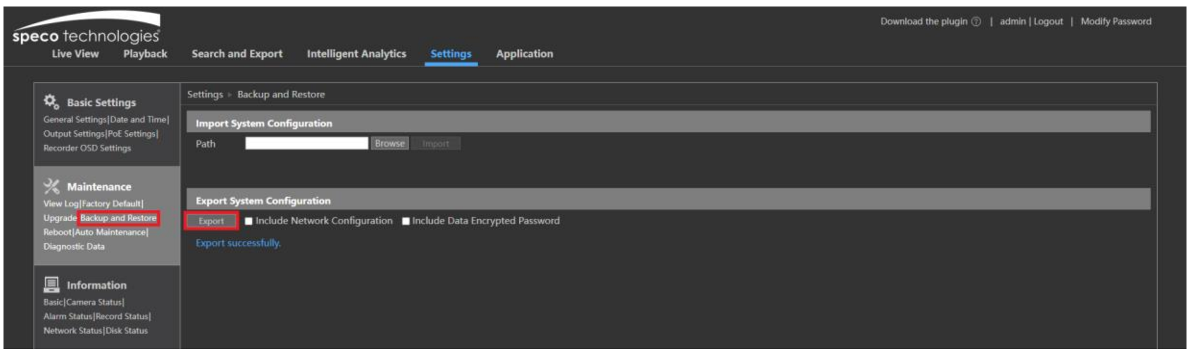
If you have a large job, with many Speco Blue recorders needing configuration, it is possible to create template configurations to upload to multiple recorders to help speed up the configuration and setup process and have a mass deployment.

This is also useful for backing up an individual recorder's settings.

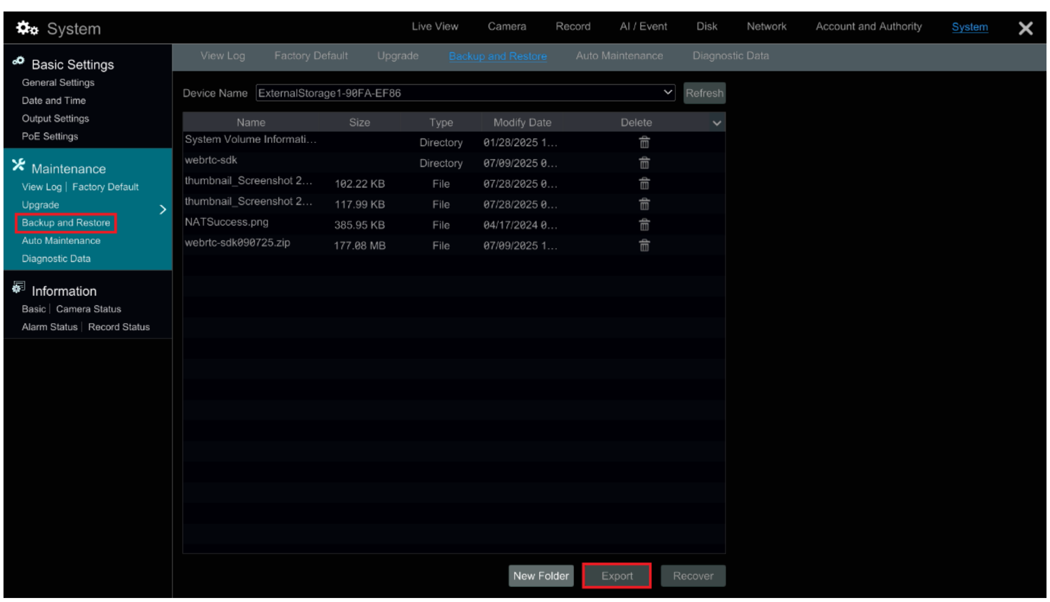
Exporting the System Configuration from the recorder

At the Speco Blue recorder, go to the *System Settings*, then select the **Backup and Restore** option from the *Maintenance* section.

If connected via Web Browser, select **Export** from under *Export System Configuration*. The Configuration file will download.

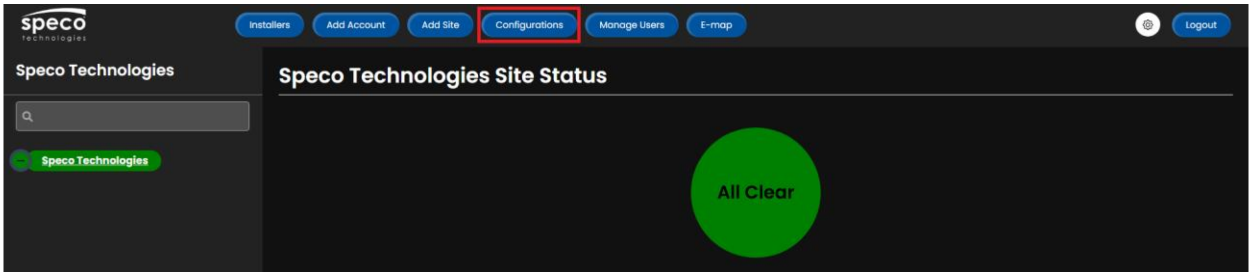


If connected directly to the recorder, please have a USB Flash Drive inserted into the unit. Select the location on the Drive to export the configuration file, and press **Export** at the bottom of the screen.



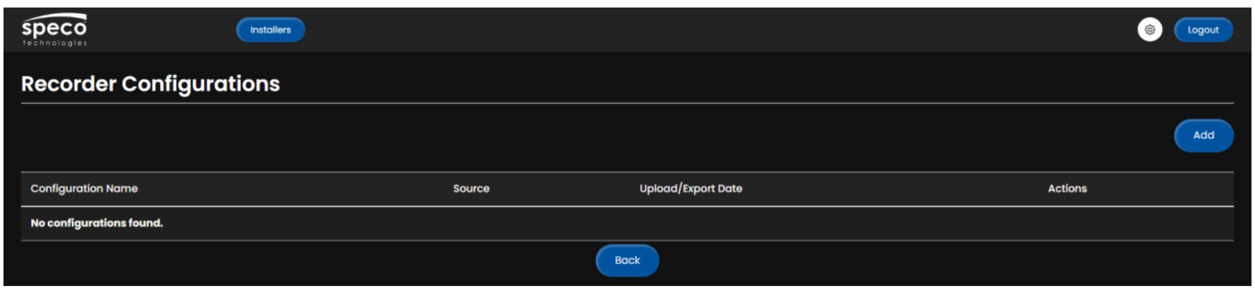
Uploading the System Configuration to the Dashboard

Back at the Dashboard, click on **Configurations** at the top.



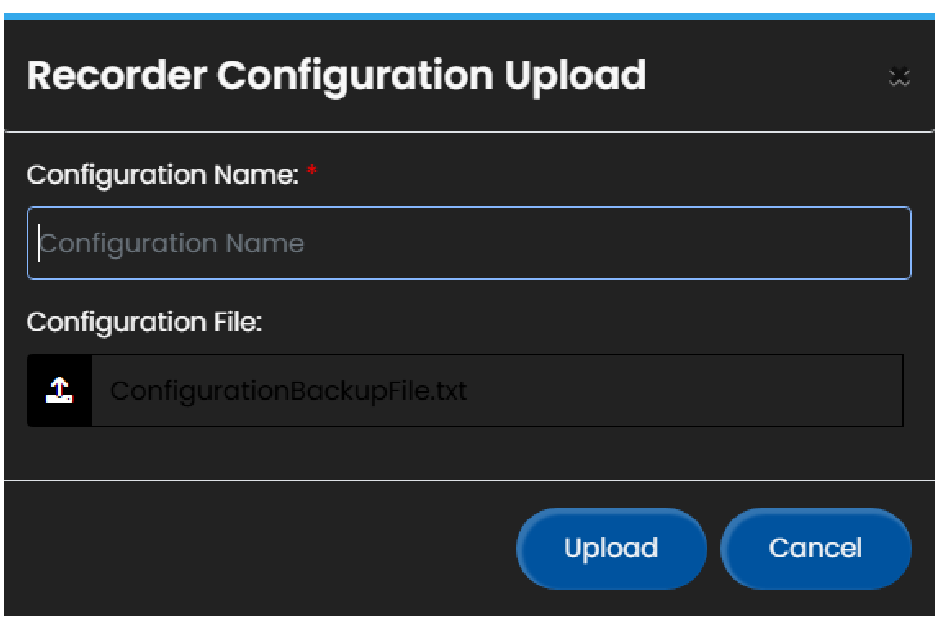
PLEASE NOTE*: If this option is not available, contact your Speco representative, and Speco Technologies will be able to activate the feature for you.*

At the top right corner of the configurations menu, select **Add**.

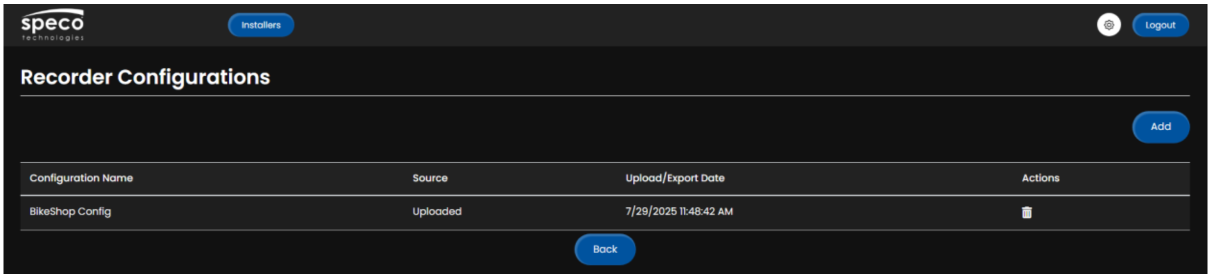


Create a name for the configuration under the **Configuration Name** option. Click on the Configuration File prompt, and select the downloaded Configuration file from the Speco Blue recorder.

Select the **Upload** button when done.

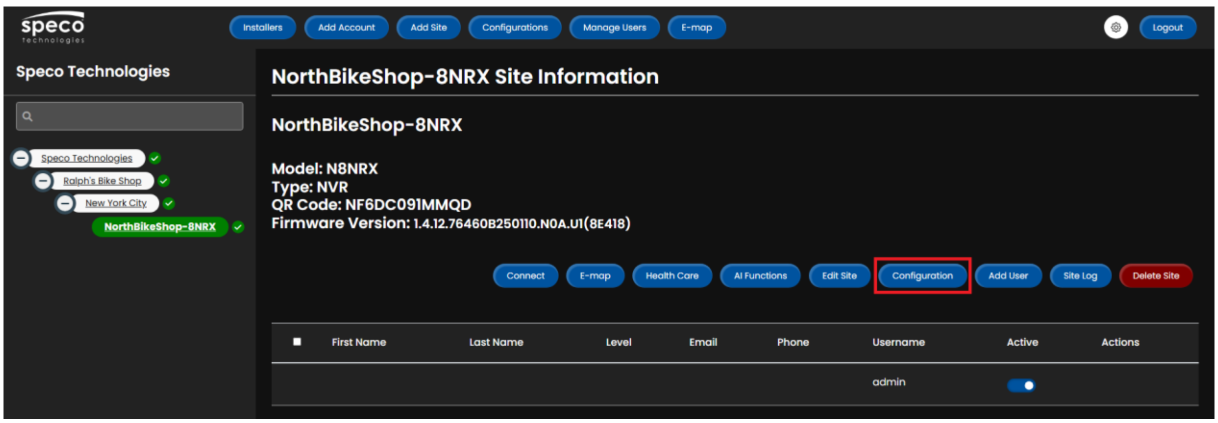


The uploaded configuration file will now appear listed on the page.



Import and Upload a Recorder Configuration

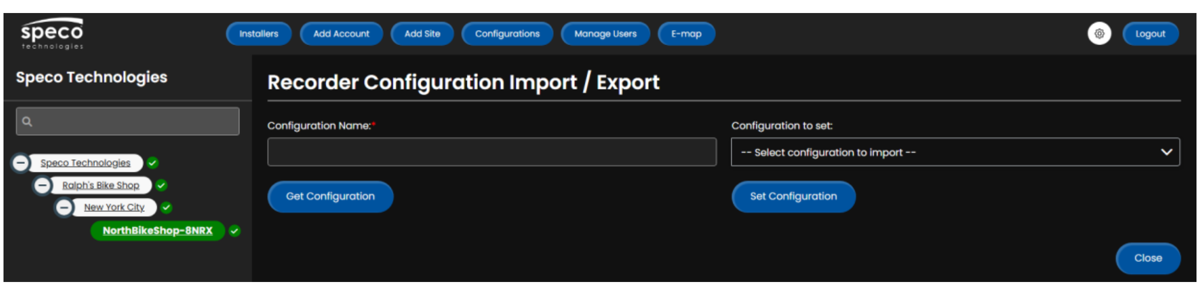
Select the site from the tree you wish to upload the Configuration File to. Select **Configuration**.



On this page, a configuration file can be taken directly from the recorder, or one can be directly uploaded into the recorder.

Insert a **Configuration Name** and select **Get Configuration** to import a configuration directly from the recorder.

Select the **Configuration to set** option and click on **Set Configuration** to upload a configuration directly to the recorder.



Please Note: *Configuration files are only compatible with identical recorder models running identical firmware. Example: A N8NRX running firmware 1.4.12 can only upload its configuration file to another N8NRX running 1.4.12.*

Dashboard Users

Adding Dashboard Users will allow others to log into the Dashboard with permissions based on their User Type. Admin users will have the same permissions as the main Dashboard admin. Advanced Users and Users will have limited permissions.

Below is a breakdown of the three User Types and their permissions:

Admin User

Access	Account	SubLevel	Account/ Site Users	Site	Installer	Dashboard Users	E-Map	Configurations
Add	Yes*	Yes	Yes	Yes*	Yes	Yes	Yes	Yes
Edit	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
View	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Delete	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes*

Advanced User

Access	Account	SubLevel	Account/ Site Users	Site	Installer	Dashboard Users	E-Map	Configurations
Add	Yes*	Yes*	Yes*	Yes*	No	No	No	Yes*
Edit	Yes*	Yes*	Yes*	Yes*	No	No	No	Yes*
View	Yes	Yes	Yes*	Yes	No	No	Yes	Yes*
Delete	Yes*	Yes*	Yes*	Yes*	No	No	No	Yes*

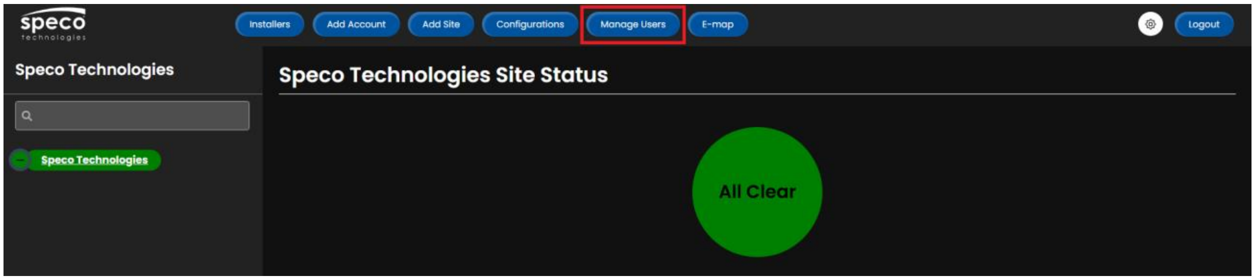
User

Access	Account	SubLevel	Account/ Site Users	Site	Installer	Dashboard Users	E-Map	Configurations
Add	No	No	No	No	No	No	No	No
Edit	No	No	No	No	No	No	No	No
View	Yes	Yes	No	Yes	No	No	Yes	No
Delete	No	No	No	No	No	No	No	No

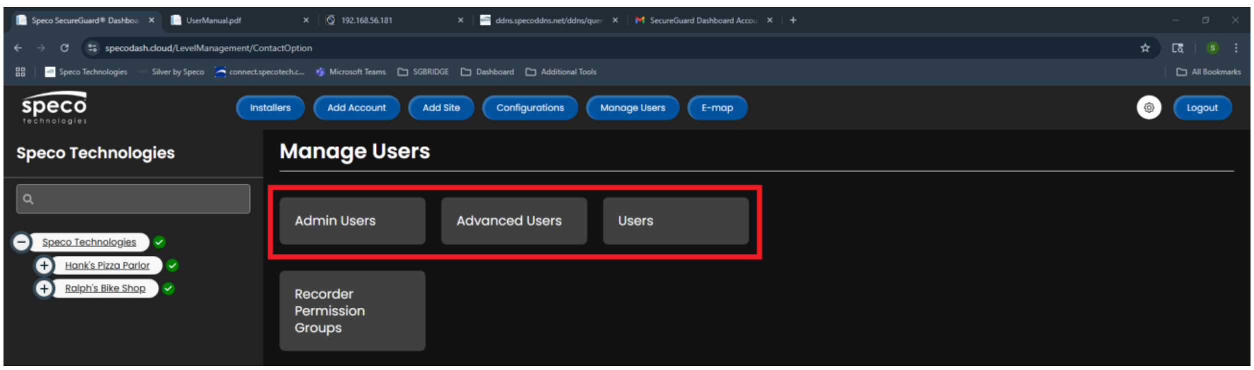
*Indicates the permission can be disabled through *Recorder Permission Groups* using the *Account and Authority* option.

Adding a Dashboard User

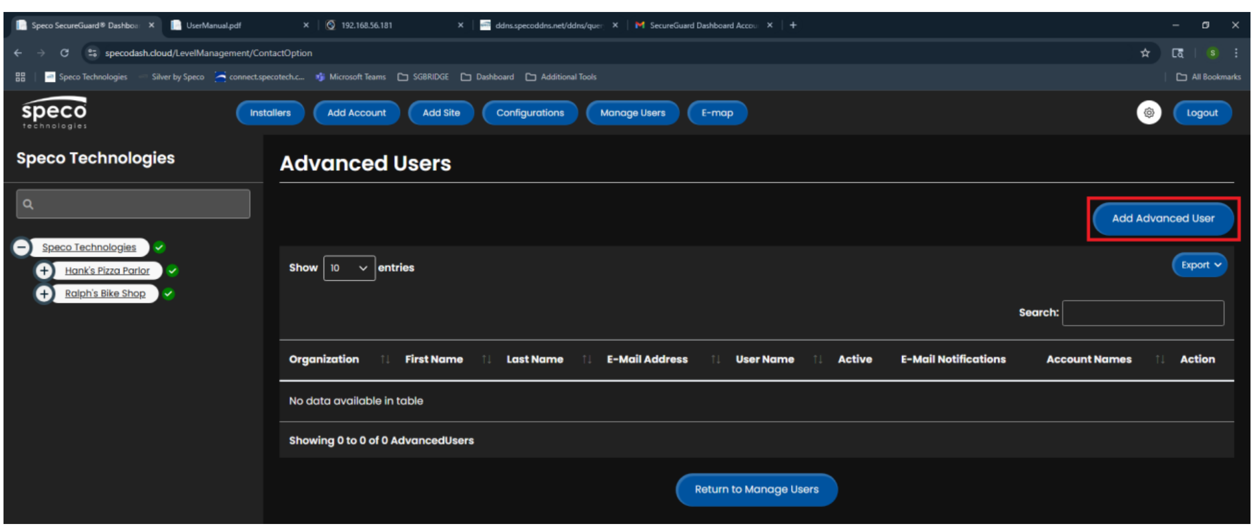
To set up additional users for Dashboard access, click **Manage Users** at the top.



Select the type of User you would like to create: **Admin User**, **Advanced User**, or **User**.



Depending on which User Type was selected in the last step, click on **Add Admin, Add Advanced User**, or **Add User**.



Enter the information for the new Dashboard user.

The **Accounts** option will determine which Account(s) the Dashboard user will have access to.

The **Username** must be an e-mail address. When the Dashboard user is created, the address inserted will receive an e-mail to create a password.

For **Notification e-mail**, an alternative e-mail address can be entered to receive notifications. Otherwise, it can be left blank, and the Username e-mail will be used. The **Enable e-mail notifications** toggle will determine whether e-mail notifications will be sent to the user. These notifications include:

- Site disconnect/reconnect events
- HDD events
- Tampering events
- Camera Offline events

NOTE: The user will only receive notifications for Accounts they have access to.

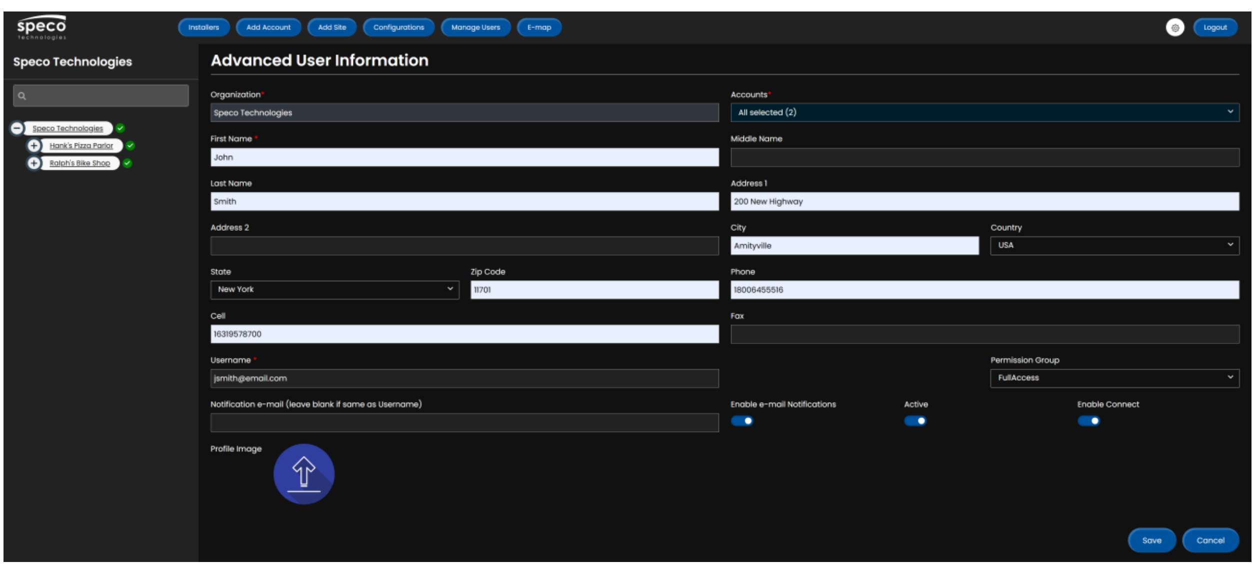
The **Permission Group** option will determine the Dashboard user permissions when connected to a Speco Blue recorder. These groups can be configured from the *Recorder Permission Groups* menu, which is explained in the next section.

Please Note: *Permission Group* is only available to *Admin Users* and *Advanced Users.*

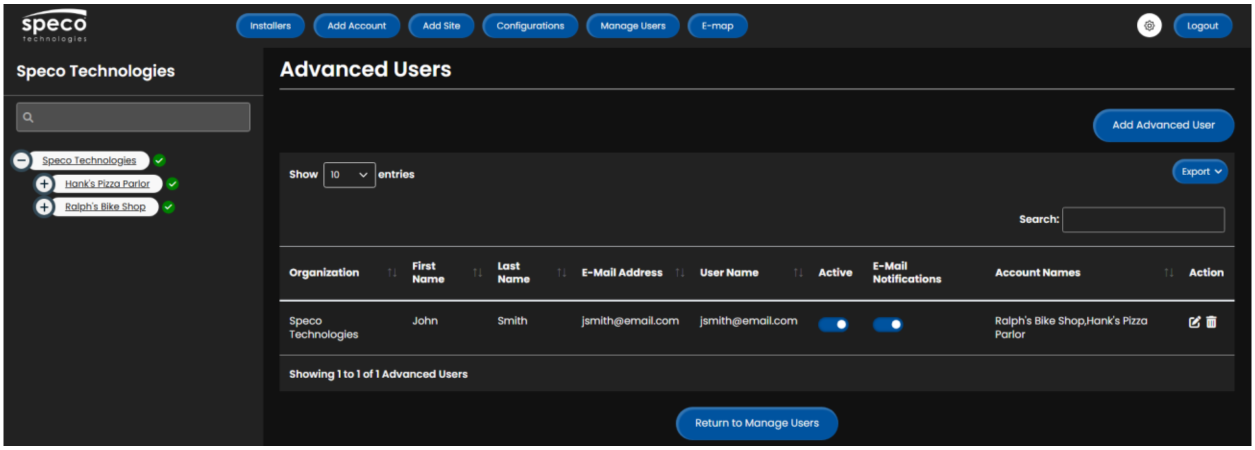
The **Enable Connect** toggle determines if the user will have the ability to connect to sites that are under the assigned account(s). **'Users' cannot connect to sites.*

If applicable, a Profile Image can be applied to the user.

Click **Save** when the information has been filled out and confirmed.

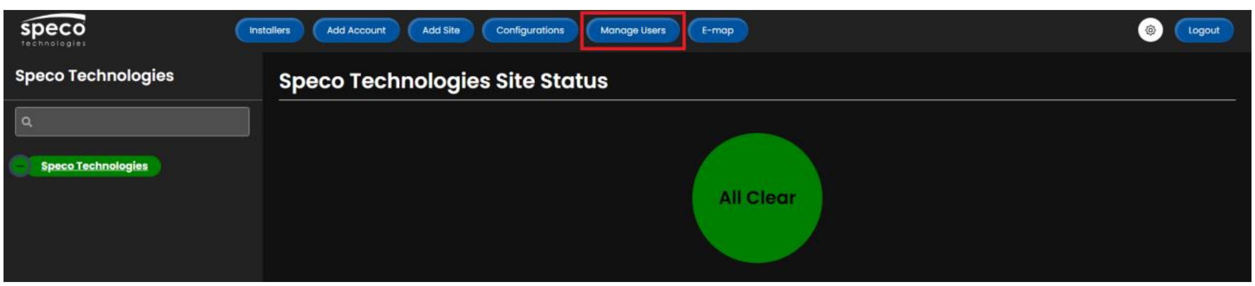


The created user will now be listed in the table.

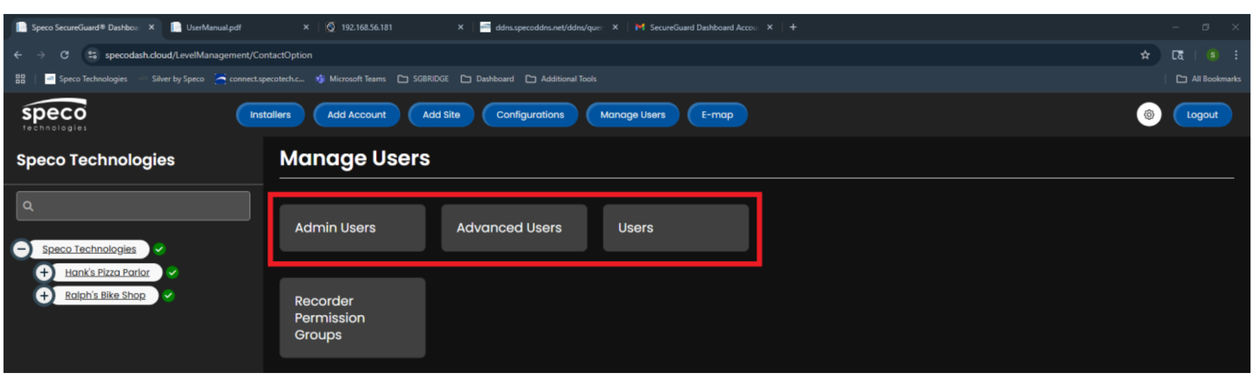


Managing Dashboard Users

If a Dashboard user needs to be edited or deleted, select **Manage Users** from the top of the Dashboard screen.

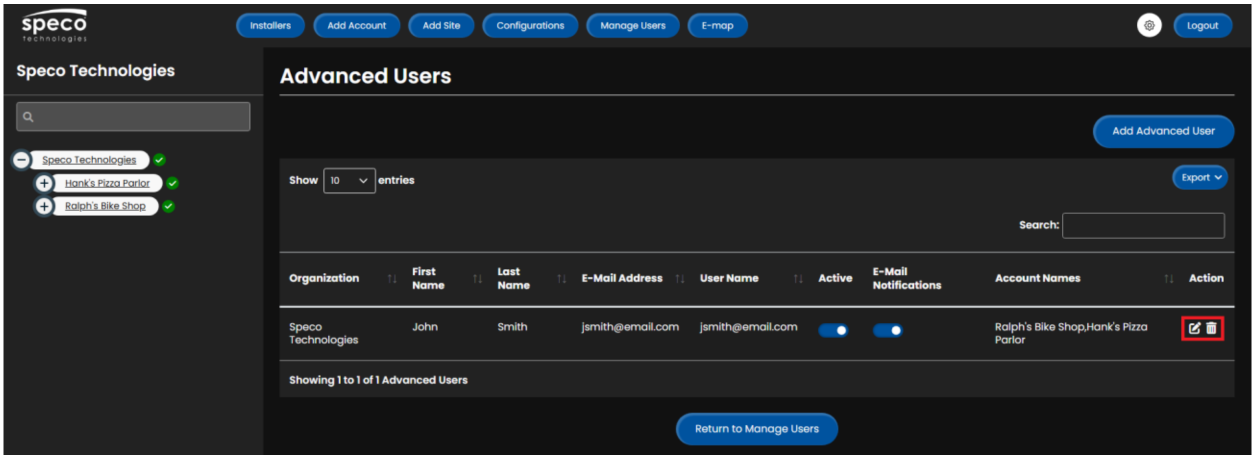


Select the type of Dashboard user that needs editing or deletion.

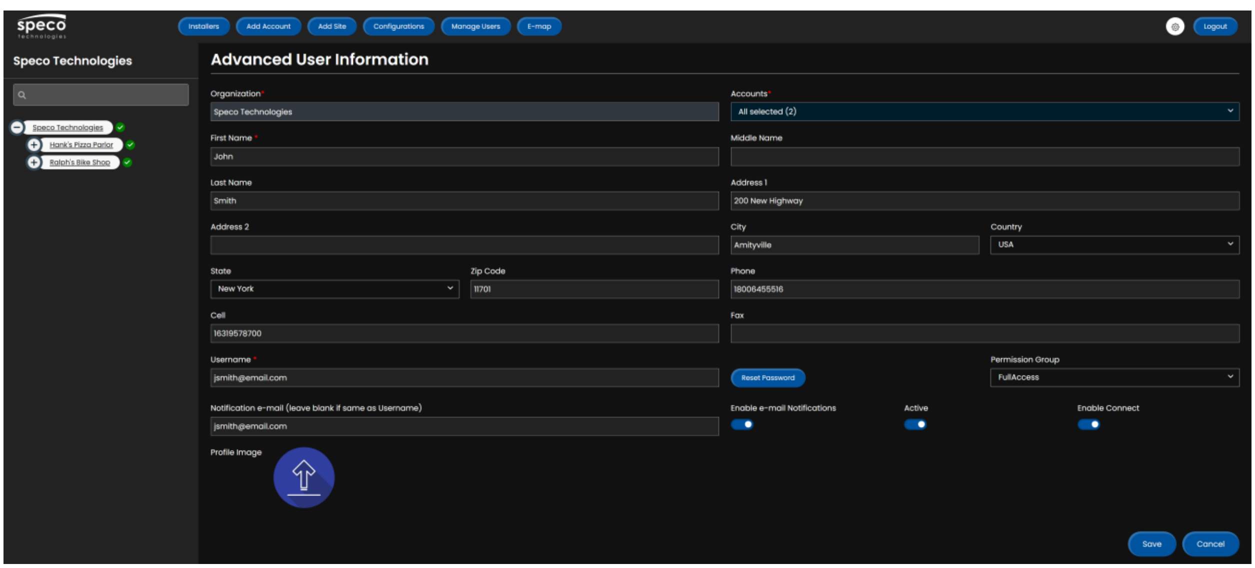


If the user needs to be deleted, select the *Trash Can* icon on the right side of the menu, under *Action*.

If the user needs to be edited, under *Action,* select the *Pencil & Paper* icon.



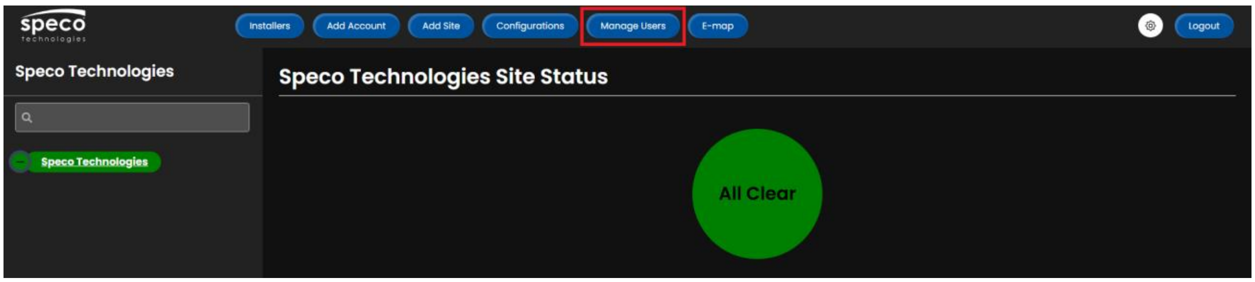
The same options as adding a user will be displayed. Adjust any options that need adjusting and select **Save** at the bottom of the page once complete.



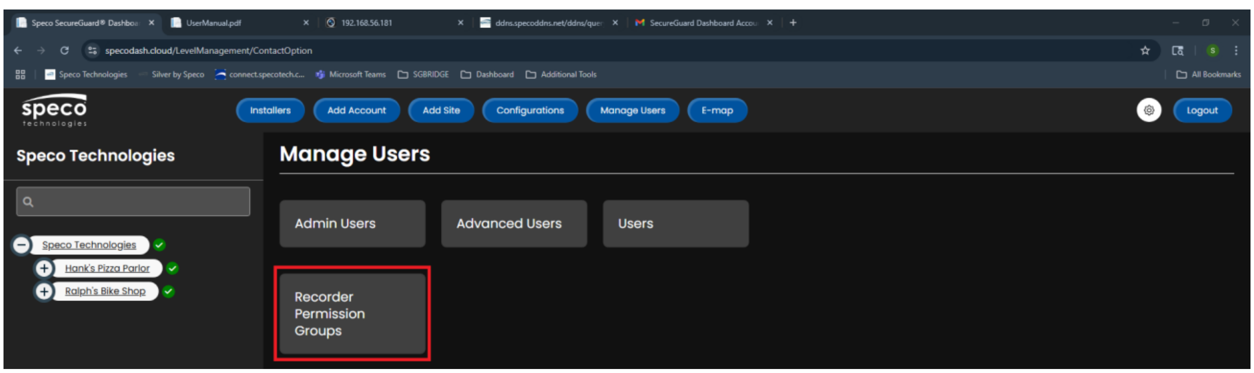
Recorder Permission Groups

A *Recorder Permission Group* determines the level of access a User has when connecting to a recorder from the Dashboard.

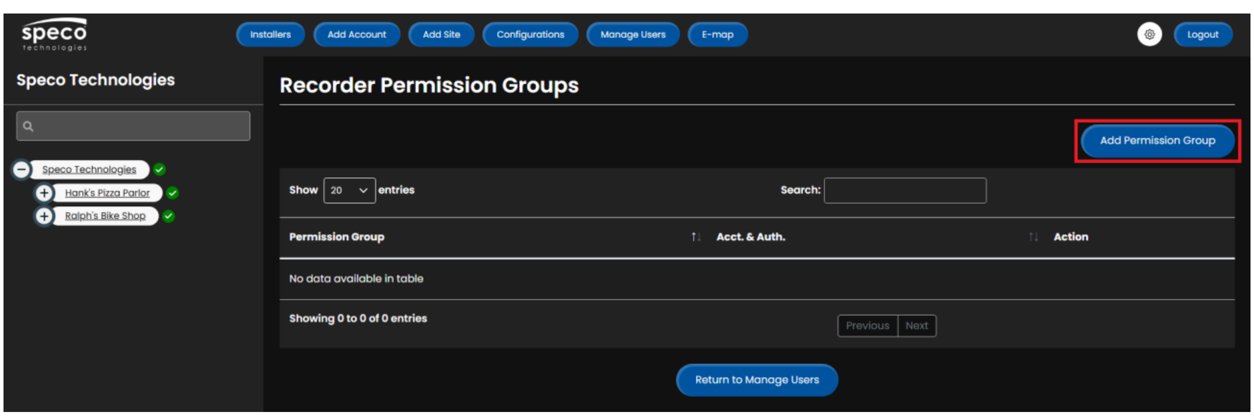
From the main Dashboard page, select **Manage Users**.



Select the option **Recorder Permission Groups**.



Select the option **Add Permission Group**.



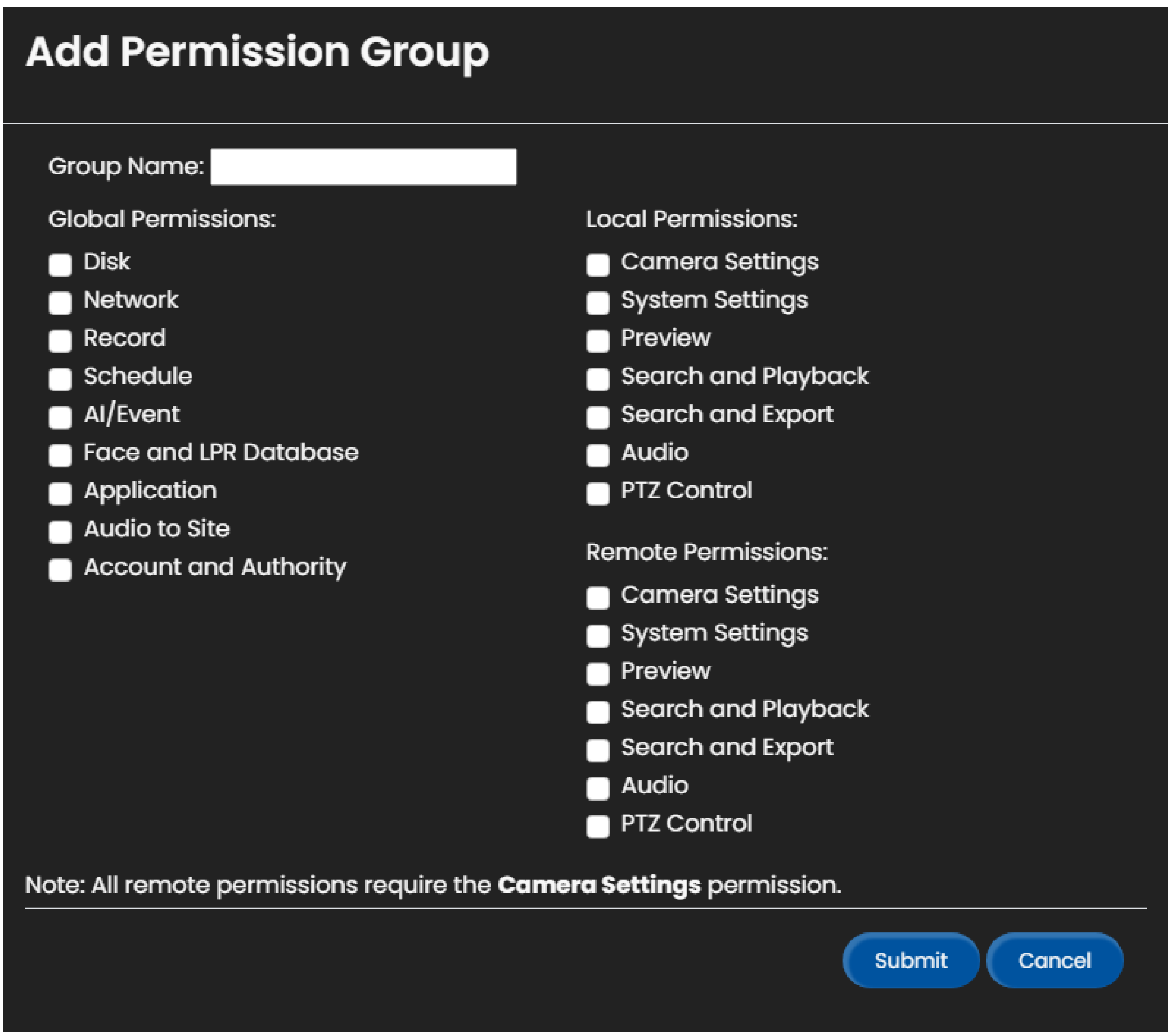
Insert the **Group Name** and select the necessary permission with the check boxes.

The permissions available are the exact same permissions found in the *Account and Authority* settings of a Speco Blue recorder. *Refer to the recorder's User Manual for more information on these settings.*

Global Permissions are the settings of the recorder that can be available from either a local connection or remote connection. **Local Permissions** are the settings of the recorder that can only be accessed when connected locally, at the recorder with a mouse and monitor. **Remote Permissions** are the settings of the recorder that can be accessed when connected remotely, from a computer or mobile device.

PLEASE NOTE: *If a remote connection is required, the* ***Camera Settings*** *option* <u>*must*</u> *be selected.*

When the desired selection has been made, click **Submit.**

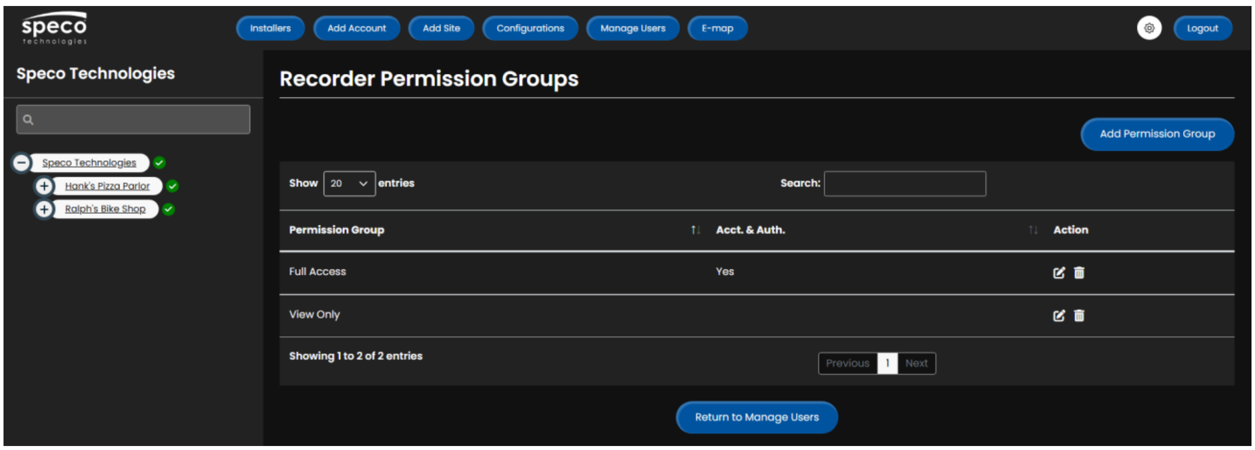


The created Recorder Permission Group will now appear on the list.

Take note of **Acct. & Auth.** This option will also determine if the User is able to access the additional Dashboard options as previously mentioned at the start of this ***Dashboard Users*** section. If the user does not have access to Account and Authority, they will not be able to add, edit or delete accounts, sub-levels, users and configurations.

If the Recorder Permission Group needs to be deleted, select the *Trash Can* icon on the right side of the menu, under *Action*.

If the Recorder Permission Group needs to be edited, under *Action,* select the *Pencil & Paper* icon.



E-Maps

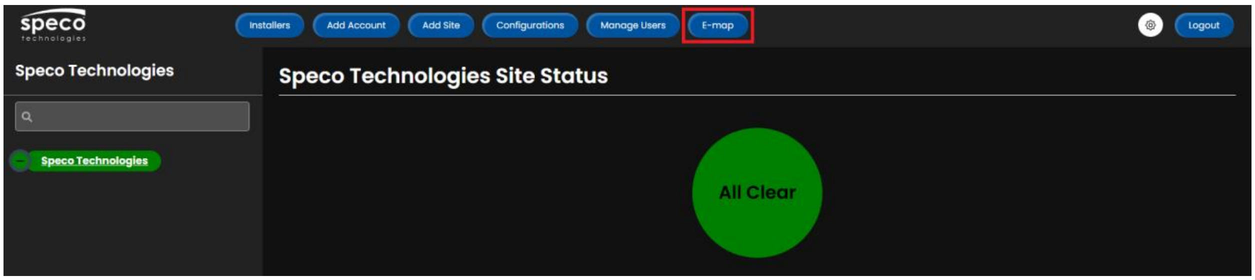
The E-map feature allows you to upload images to illustrate and help you visualize the locations of your sites and cameras, which are represented by pin icons. This image is typically a floor plan or map of an area.

The Dashboard contains three types of E-maps:

- Global E-maps
- Tree Level E-maps
- Site E-maps

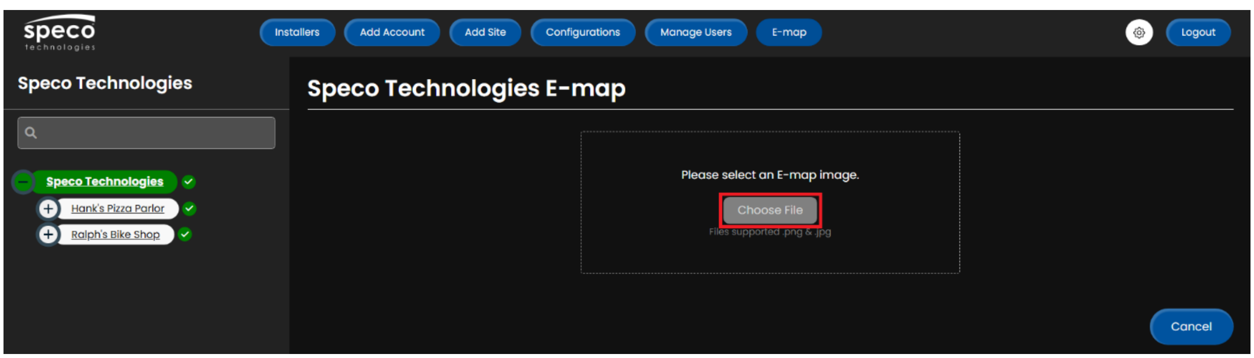
Creating a Global E-Map

The Global E-map will show you all the sites that have been added to your Dashboard. To configure a Global E-Map, at the top of the main Dashboard page, select **E-map**.



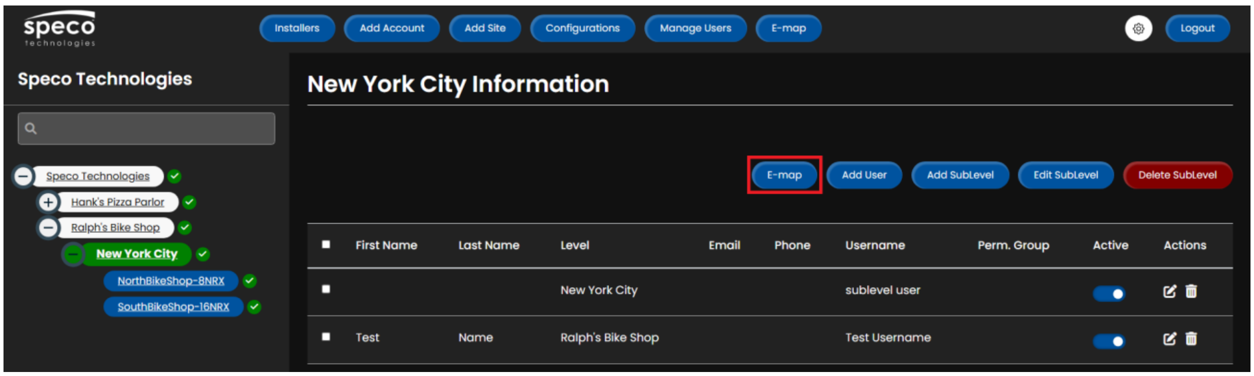
Click the **Choose File** button, and the computers *File Explorer* will pop up. Select the desired image file.

Please Note: The image file must be either a **.png** or **.jpg**.



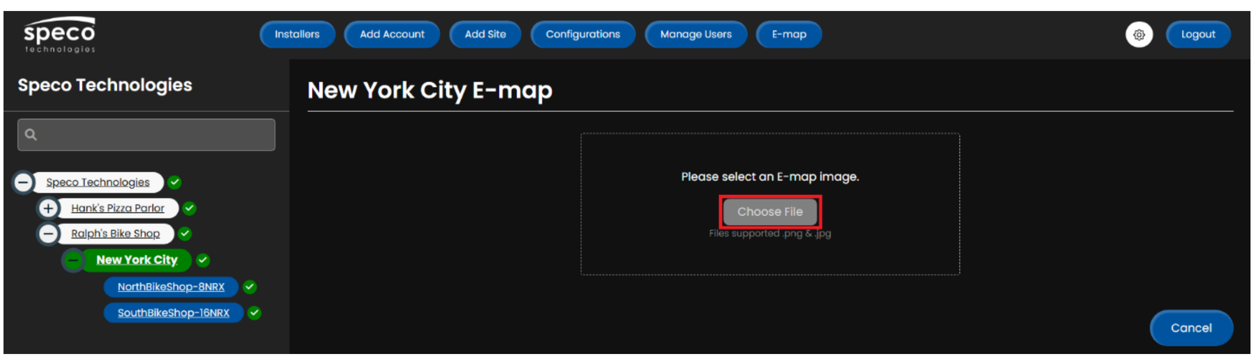
Creating a Tree Level E-Map

Tree Level E-Maps apply to Accounts and sub-levels. Each account and sub-level can have its own separate E-Map. Select any Account or sub-level under the Dashboard tree and click **E-map**.



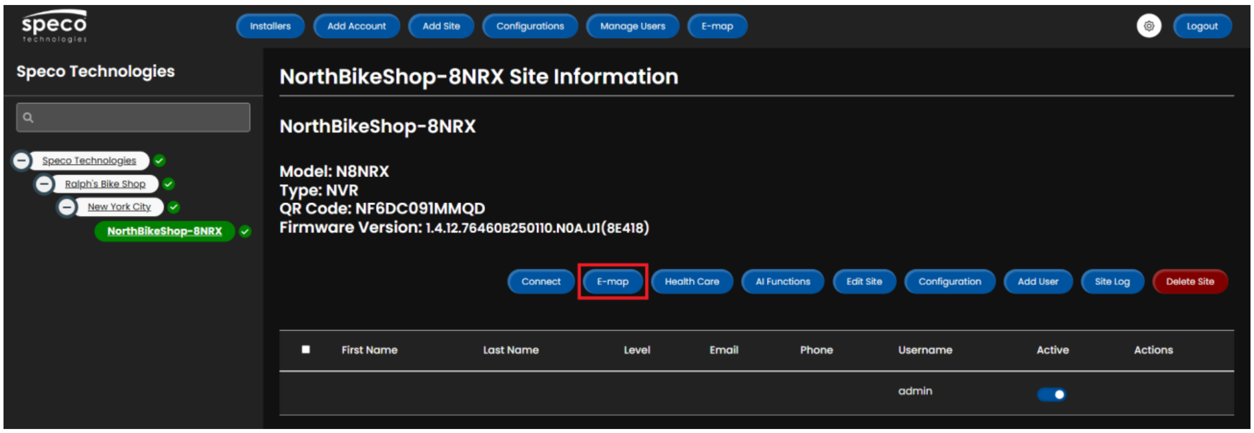
Click the **Choose File** button, and the computers *File Explorer* will pop up. Select the desired image file.

Please Note: The image file must be either a **.png** or **.jpg**.



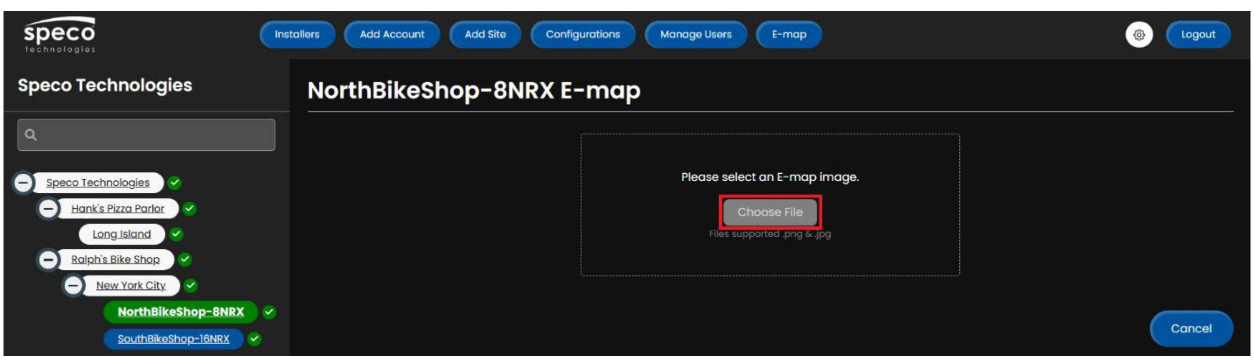
Creating a Site E-Map

A Site E-Map will show the individual cameras on the map. Each site can have its own E-Map. Select the site you would like to create an E-map for from the Dashboard tree and click **E-map**.



Click the **Choose File** button, and the computers *File Explorer* will pop up. Select the desired image file.

Please Note: The image file must be either a **.png** or **.jpg**.



Managing Your E-Maps

When viewing an E-map, you will encounter two types of identifying pins: Site pins, and Channel pins.

Site Pins

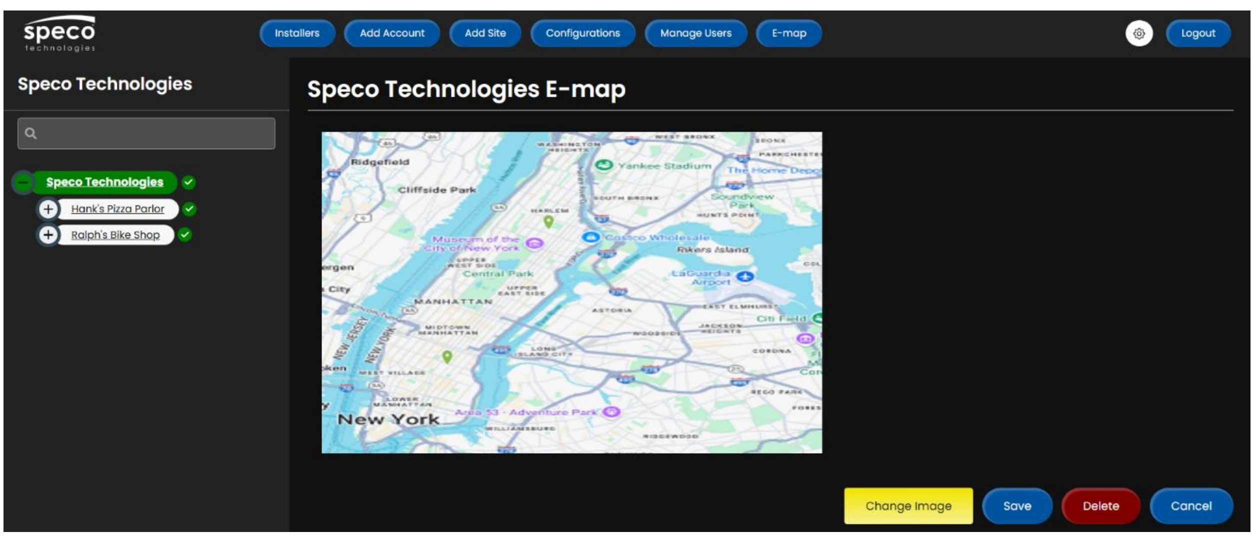
Site pins are displayed when viewing the *Global E-map* and the *Account E-map*. They can portray three different levels of information:

- **Green Pin** – Site is healthy
- **Yellow Pin** – Site needs attention. For example, a camera can be offline.
- **Red Pin** – Site is offline.

Hover the mouse over the pin to see the site name. These pins can be clicked, dragged and placed across the image. Once placed, click **Save** at the bottom.

If the E-map needs its image changed, click **Change Image** and select a new file.

If the E-map needs to be deleted, click **Delete**.



Channel Pins

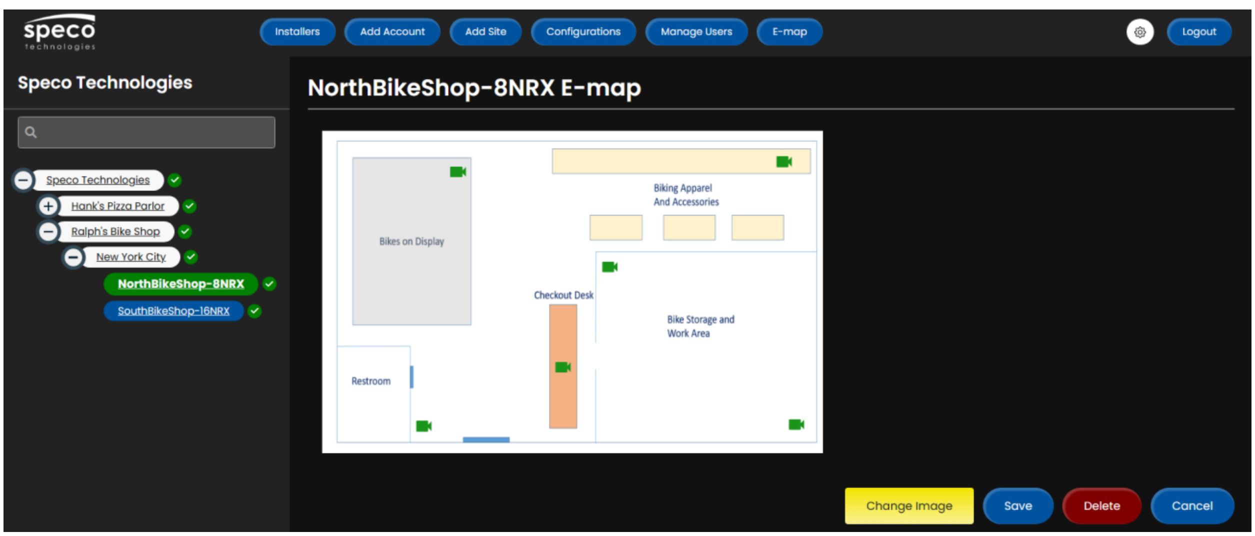
Camera pins are displayed when viewing a sub-level or a site E-map. They can portray two different types of information:

- **Green pin** – Camera is healthy
- **Red Pin** – Camera is offline

When viewing a sub-level with multiple sites, all channels from all sites will be available on the E-map. Hover the mouse over the pin to see the channel name, and the site it originates from. These pins can be clicked, dragged and placed across the image. Once placed, click **Save** at the bottom.

If the E-map needs its image changed, click **Change Image** and select a new file.

If the E-map needs to be deleted, click **Delete**.

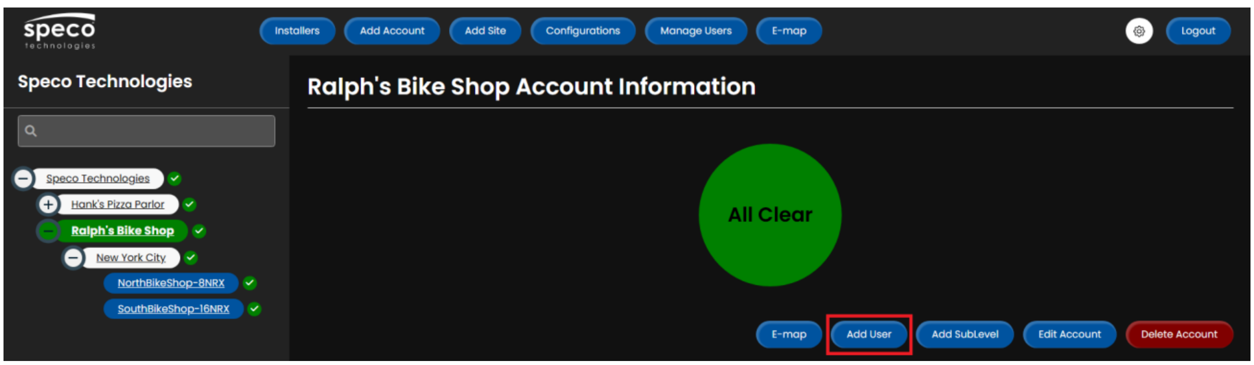


Account, Sub-Level and Site Users

It is possible to create users from the Dashboard that can connect to sites only, rather than both the Dashboard and sites. Users can be created from the Accounts or sub-levels and pushed down to every child level or site. It is also possible to create users for the site only.

Adding a User

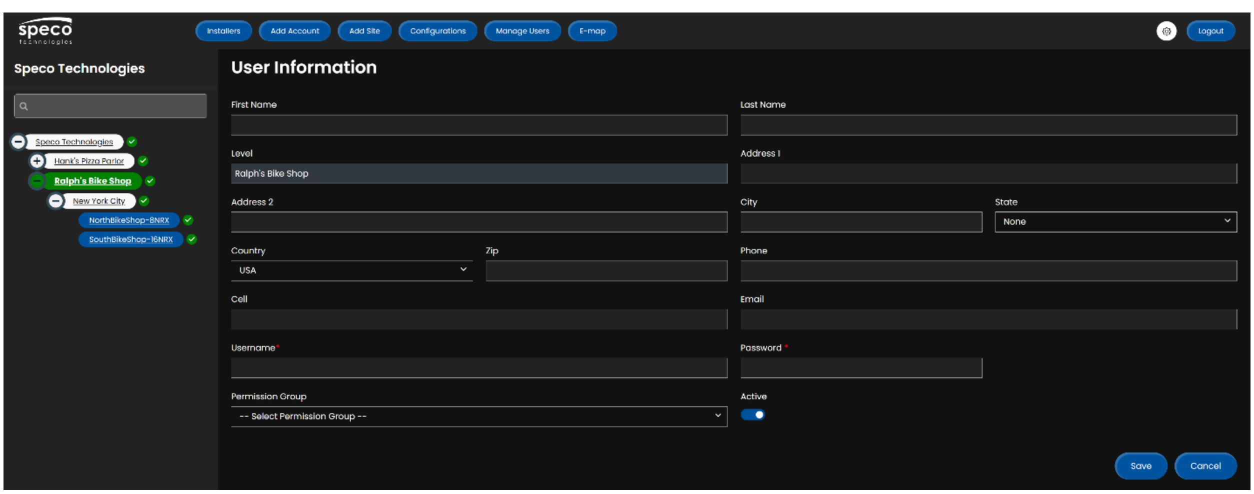
Click an account or sub-level that you want to add a user to and click **Add User**.



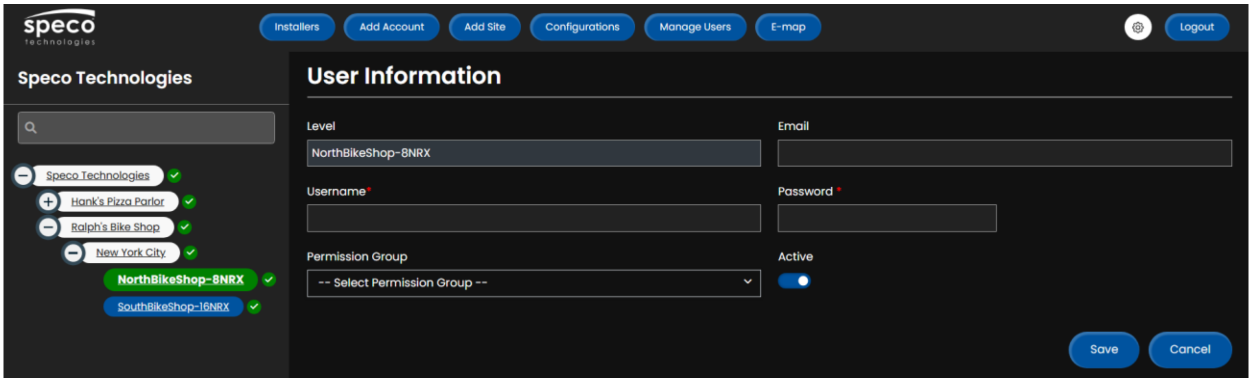
Enter the information for the new user.

The **Permission Group** option will determine the Dashboard user permissions when connected to a Speco Blue recorder. Once complete, click **Save**.

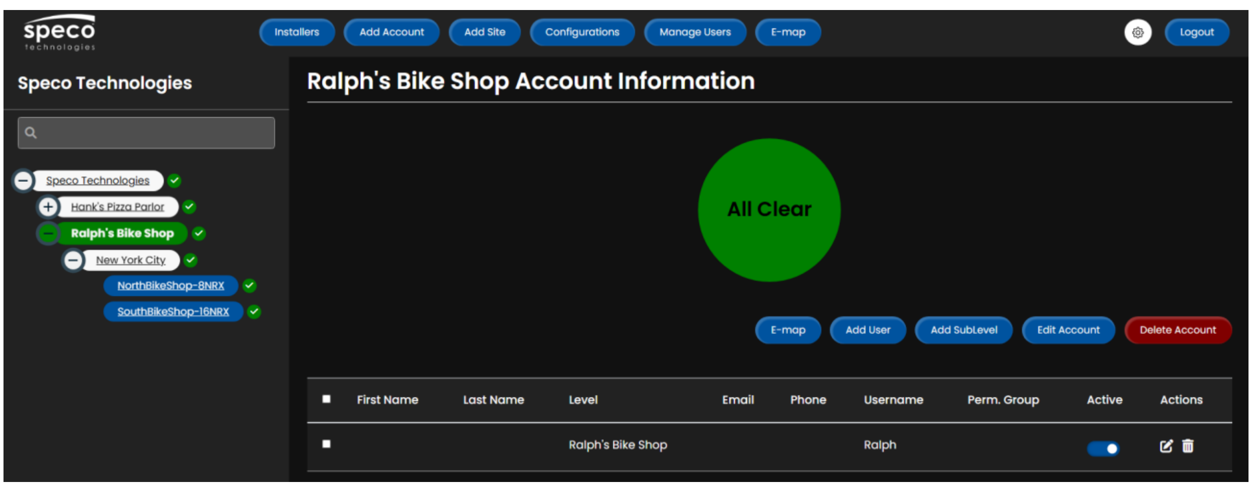
Below is what you would see when adding a user via account or sub-level.



Below is what you would see when adding a user directly from the site.



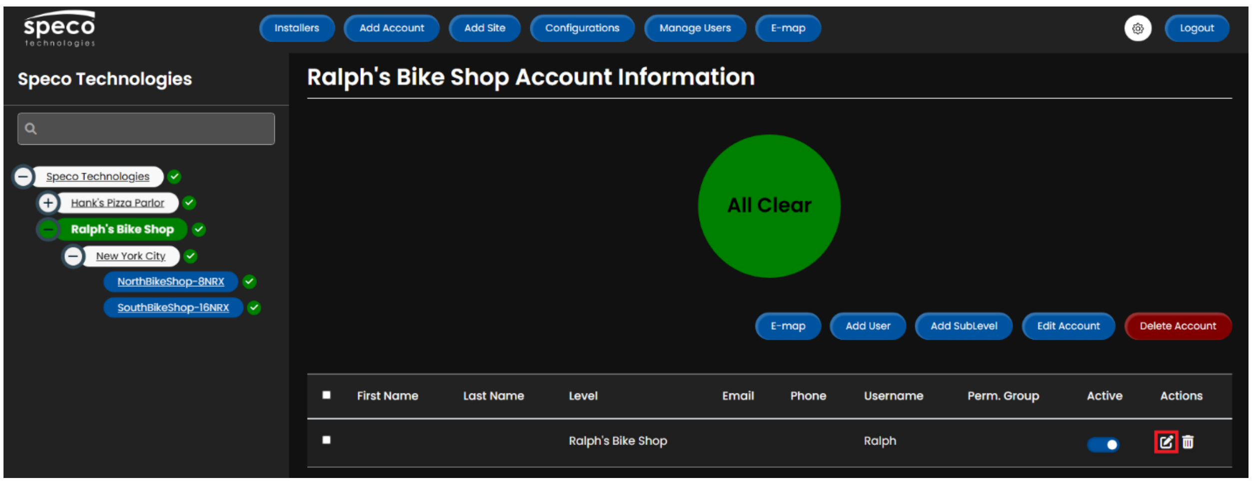
The user will now be displayed on the table of the level you added it to, as well as any sub-levels and sites beneath it.



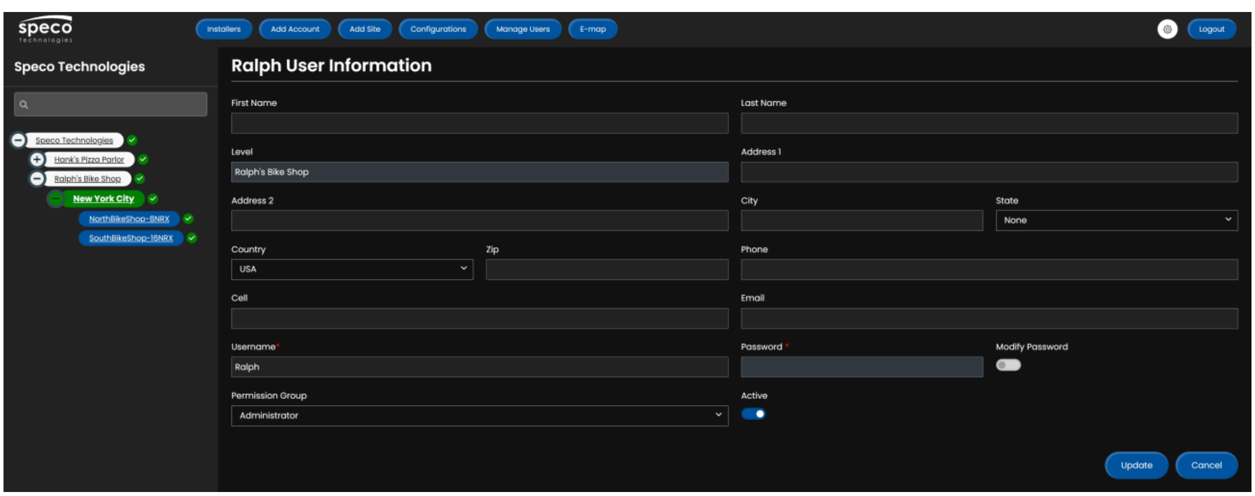
Editing a User

To edit the information of a user, click the *Pencil & Paper* icon on the right side of the menu, under *Action*.

Please Note: The user does not need to be edited from the level it was created. Any changes made will affect all levels the user is associated with.



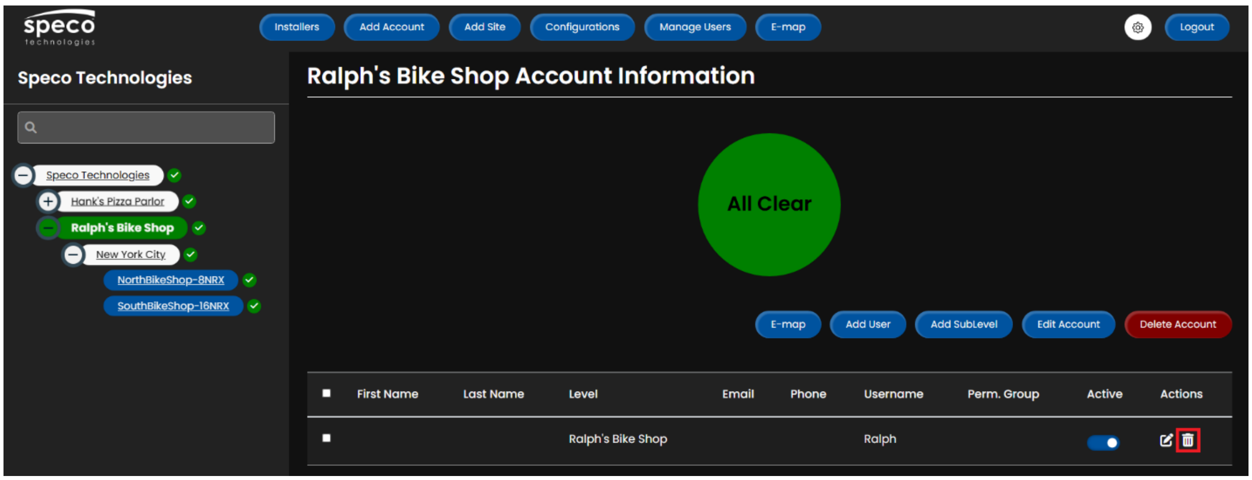
Make any changes to the user. Once complete, click **Update**.



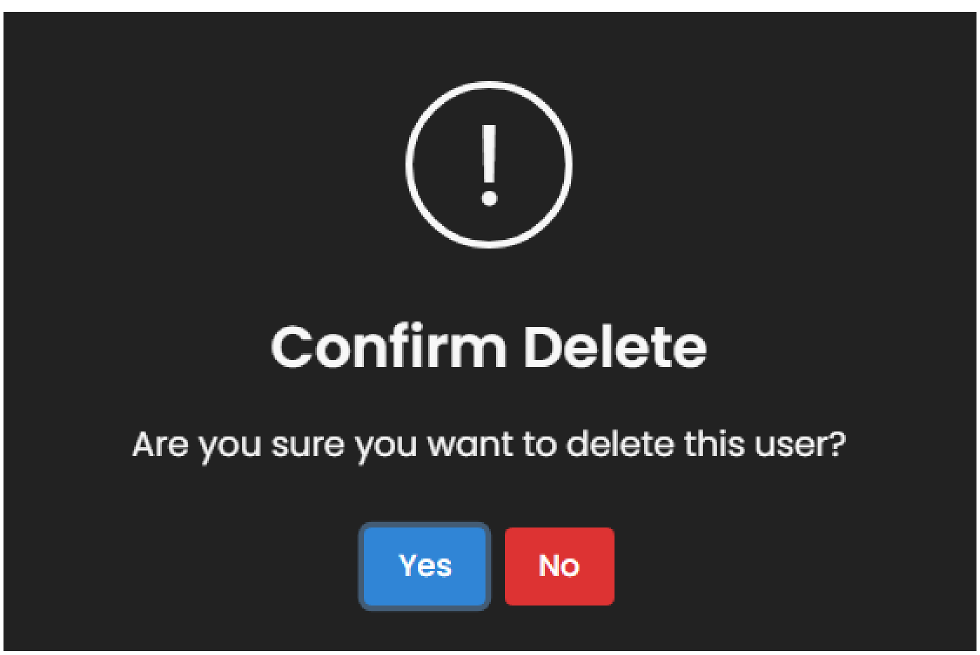
Deleting a User

If the user needs to be deleted, select the *Trash Can* icon on the right side of the menu, under *Action*.

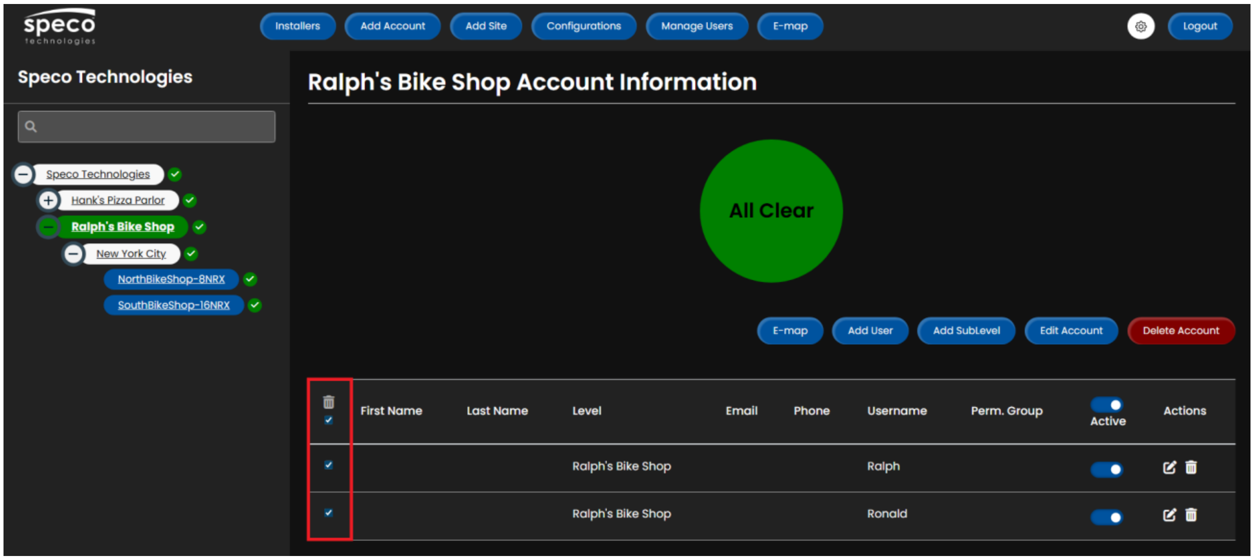
Please Note: The user does not need to be deleted from the level it was created. Any changes made will affect all levels the user is associated with.



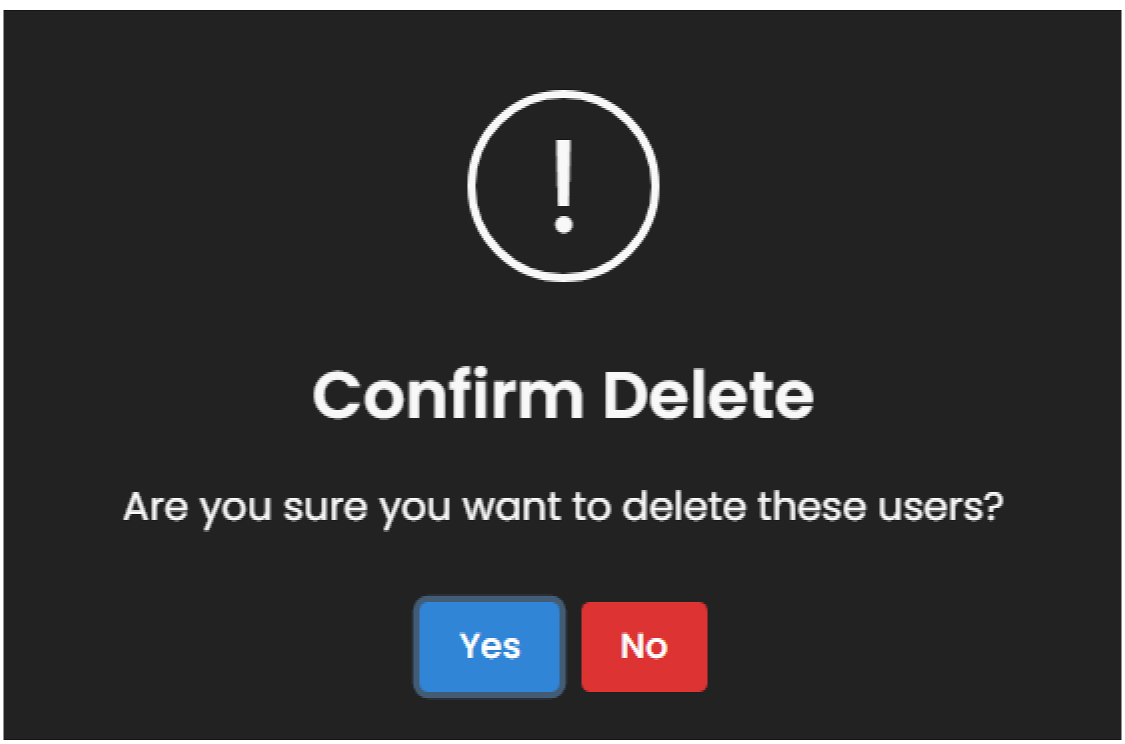
Confirm the deletion by clicking **Yes.** Cancel the deletion by clicking **No**.



To delete multiple users at once from the table, click the checkboxes on the left-side next to the users. When more than one checkbox have been checked, a trash can icon will display at the top. To proceed in deleting the selected users, click the *Trash Can*.



Confirm the deletion by clicking **Yes.** Cancel the deletion by clicking **No**.

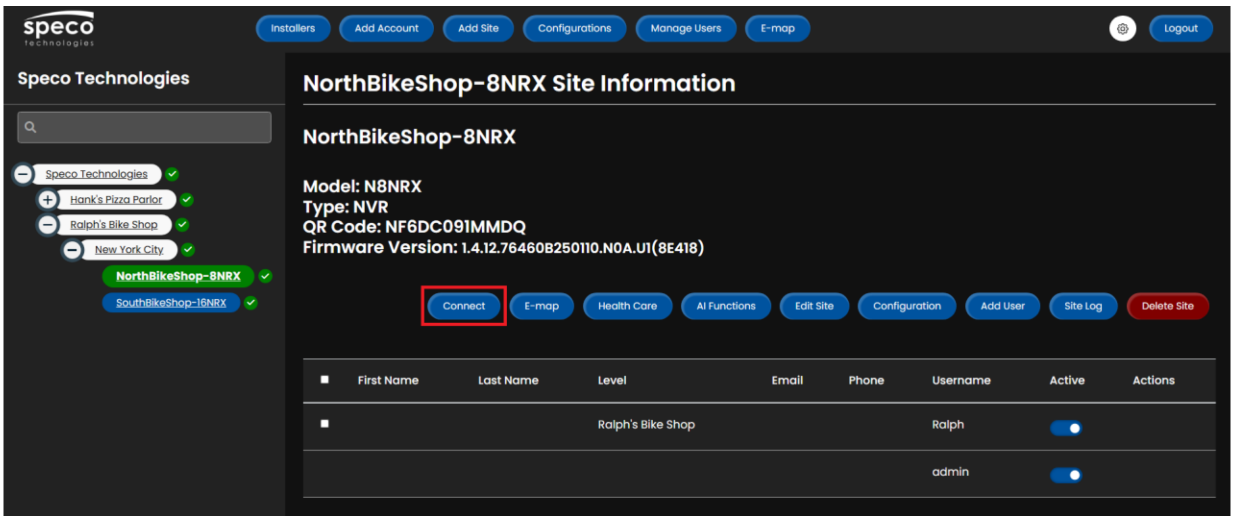


Connecting to a Site

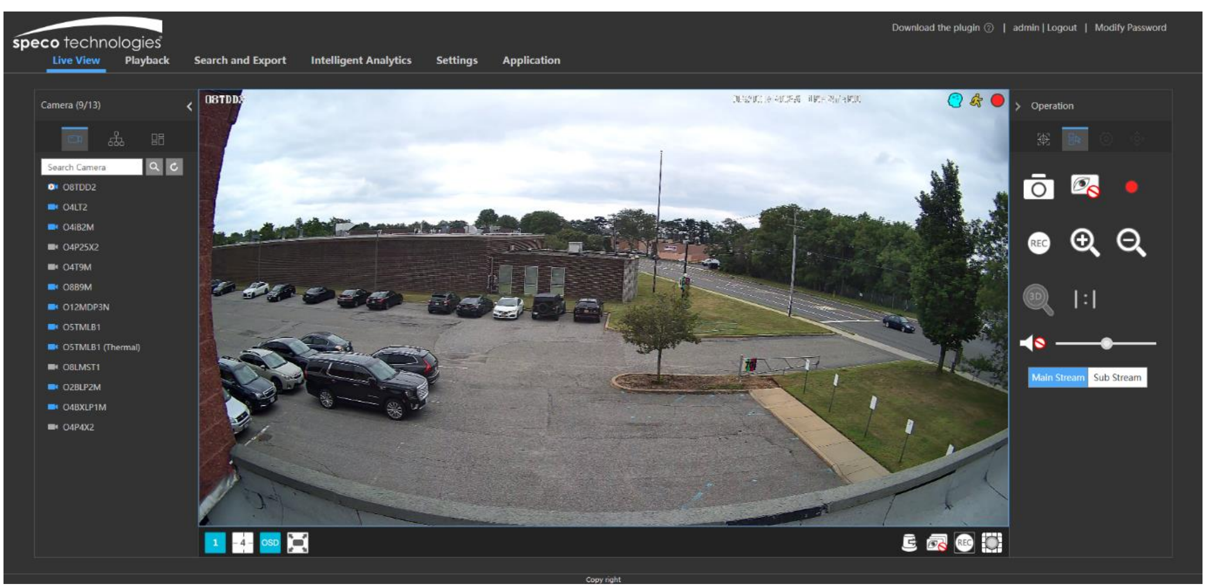
***** <u>PLEASE NOTE</u>: In order to utilize this feature on HTML5 web browsers such as Google Chrome, Mozilla Firefox, Microsoft Edge, etc., the Speco Blue recorder must at least be on firmware version 1.4.7.**

The Dashboard allows you the ability to directly connect to the Speco Blue recorder to view live video and playback, or make changes to the recorder configurations not displayed on the Dashboard.

To directly connect to a Speco Blue recorder via the Dashboard, locate the recorder by expanding the designated account and its sub-levels. Once found, click the recorder site. Next, click **Connect**.



The Dashboard should direct you to the recorder and you should see its live view. If this is your first time doing this, it may ask that you download a plugin before proceeding.

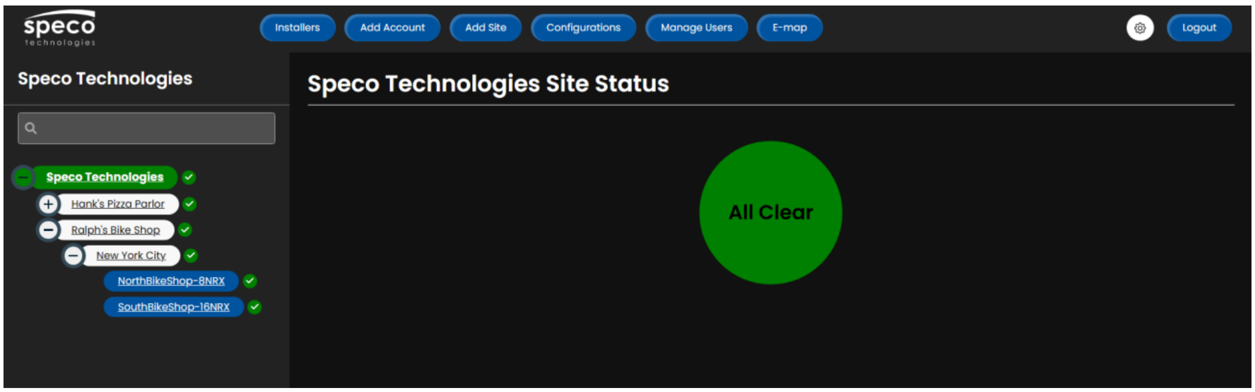


Understanding the Health Status of Sub-Levels and Sites

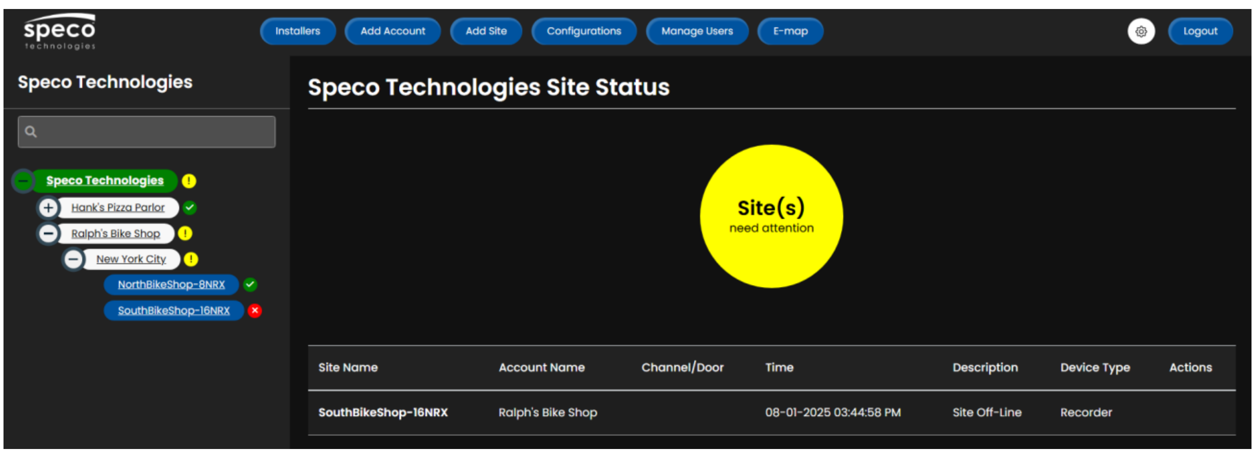
The main page of the Dashboard will give an overview of your Dashboard's overall health. The Dashboard will track the connection health of all levels, from the site, up to the top parent level. Below are the definitions of each color:

- Green Checkmark – Level/Site is Healthy
- Yellow Exclamation Mark – Level/Site needs attention. A site or Channel is offline.
- Red X – All Levels/Sites are offline.

This Dashboard is a healthy Dashboard.

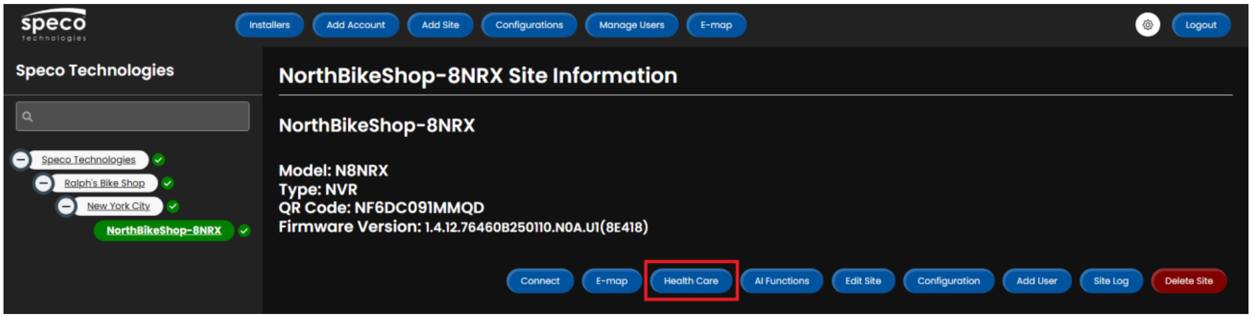


This Dashboard is in need of attention. A site is offline.



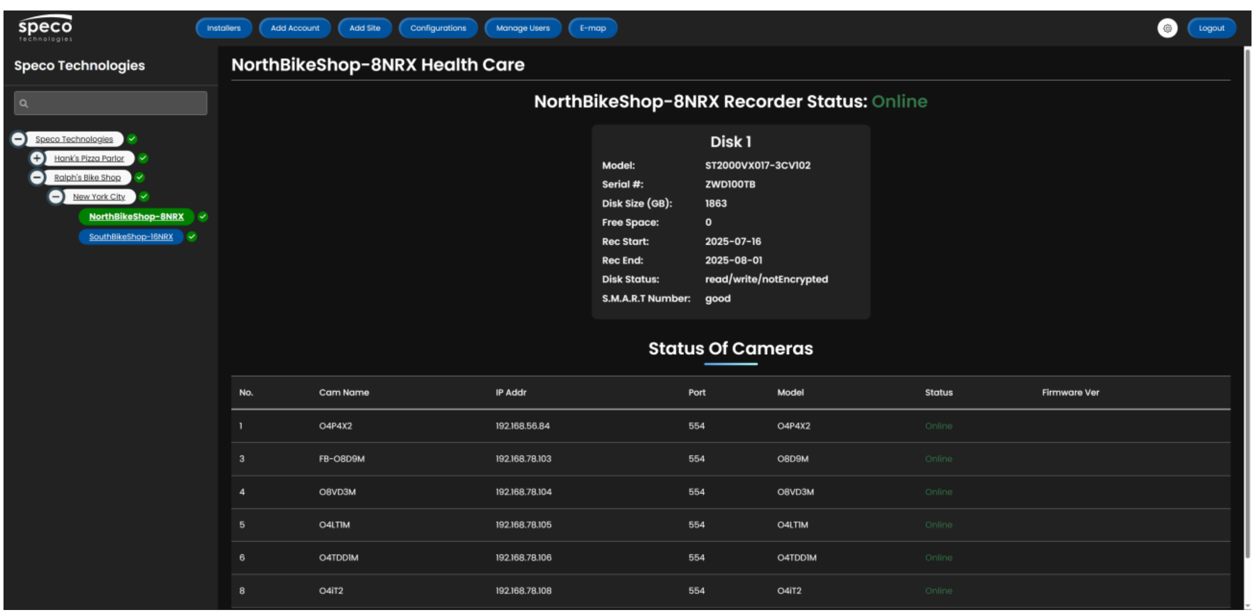
Site Health Care

To get a more detailed report of a Speco Blue recorder's health, select the site from the Dashboard tree, and select the **Health Care** option.



This page will show you the following information on your site, if applicable:

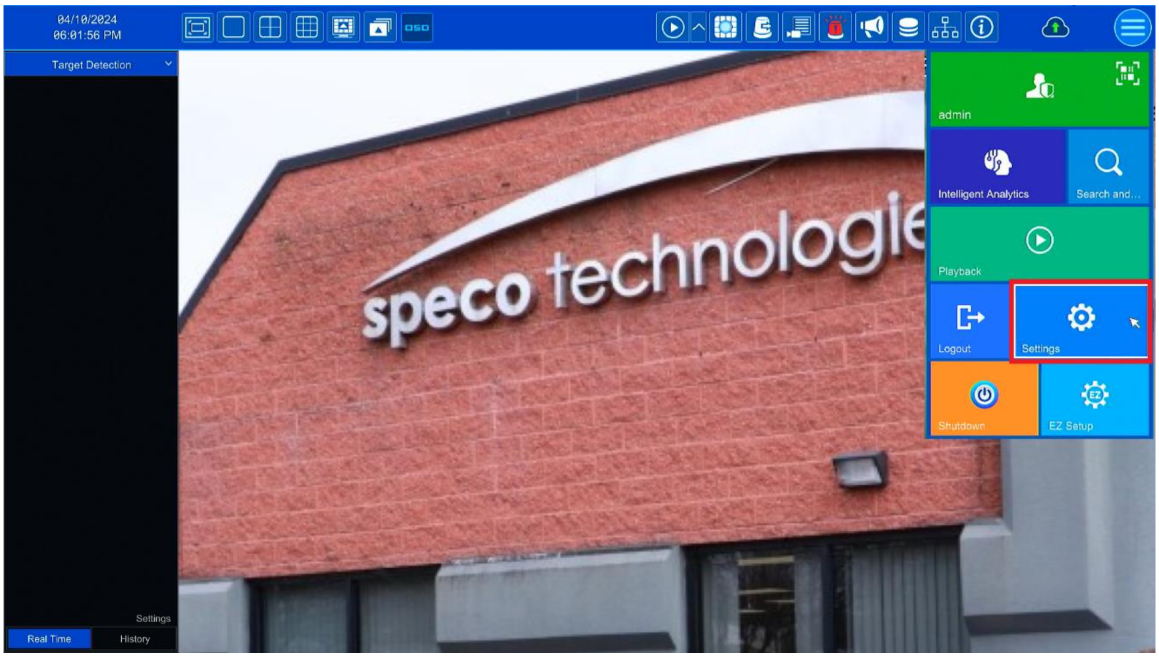
- Recorder Hard Drive Health
- Available Hard Drive space
- Recorder Channel Names
- Channel IP Information
- Camera Model of channel
- Channel online status



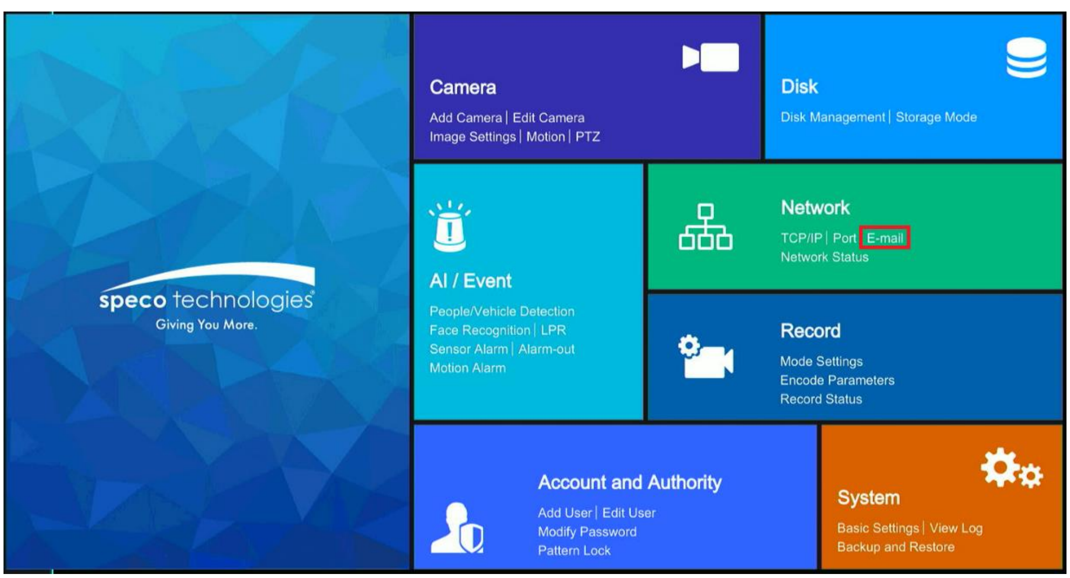
Setting up E-Mail Notifications to the Dashboard

The Dashboard has the ability to receive email notifications from Speco Blue Recorders. These emails will include site disconnect/reconnect events, HDD events, Tampering events and Camera Offline events. These incoming events will be displayed on the status list until they are deleted. Some will automatically disappear when resolved.

You will first need to configure the recorder to send these e-mail notifications to the Dashboard. In the recorder, click the Hamburger menu ≡ and click **Settings**.



On the menu that appears, select **E-mail** under the *Network* section.



Please Note: Speco Technologies offers a free-to-use E-mail server that is required to utilize this function. If you attempt to use your own E-mail server information, this function will not work.

Enter the following information in the fields:

Sender Name: Speco Dashboard

Email Server: admin@specodash.cloud

SMTP Server: specodash.cloud

SMTP Port: 587

Security: SSL

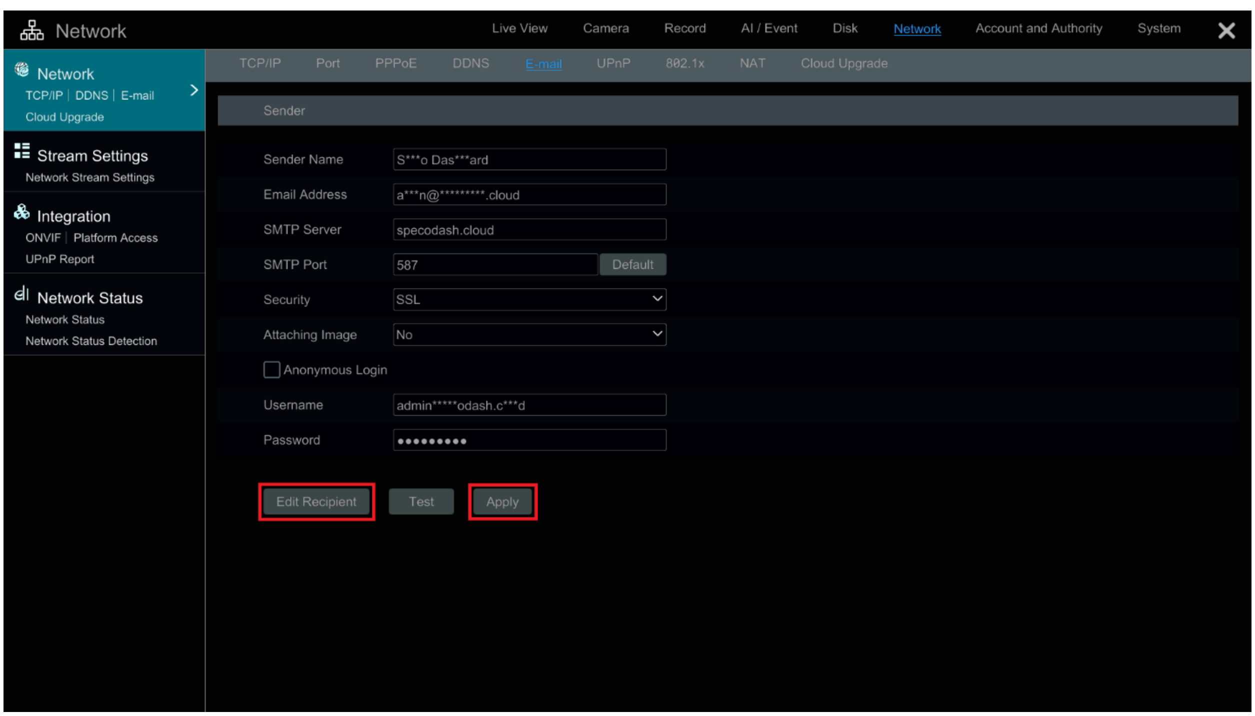
Attach Image: [User preference]

Anonymous Login: [Leave Unchecked]

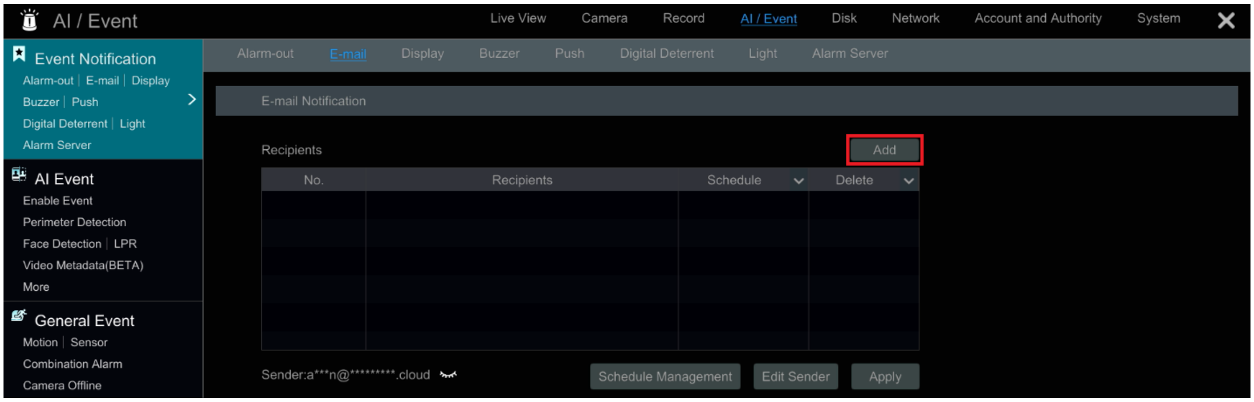
Username: admin@specodash.cloud

Password: admin

Click **Apply** when completed and then click **Edit Recipient**.



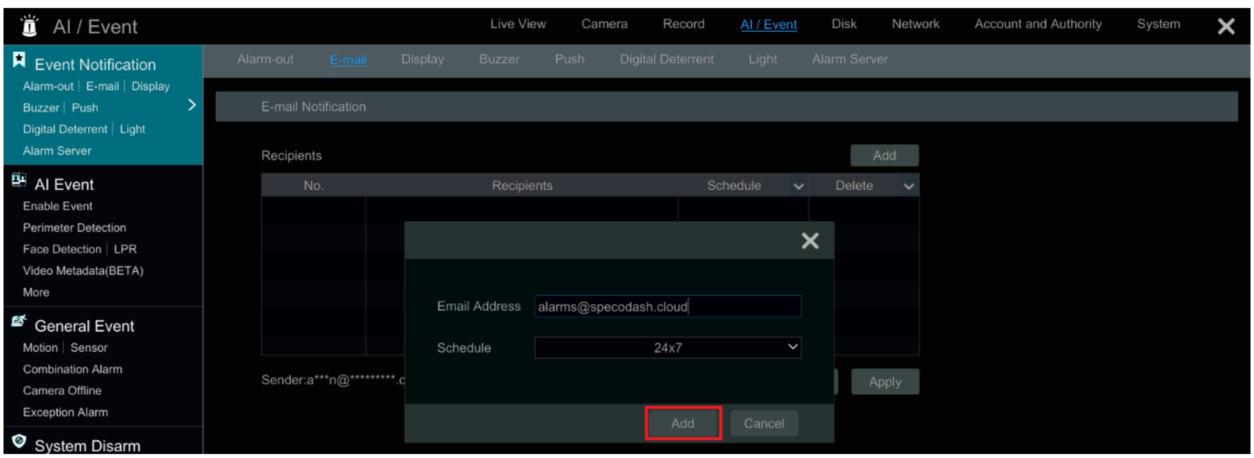
An E-mail recipient will need to be established. At the top of the page, click **Add.**



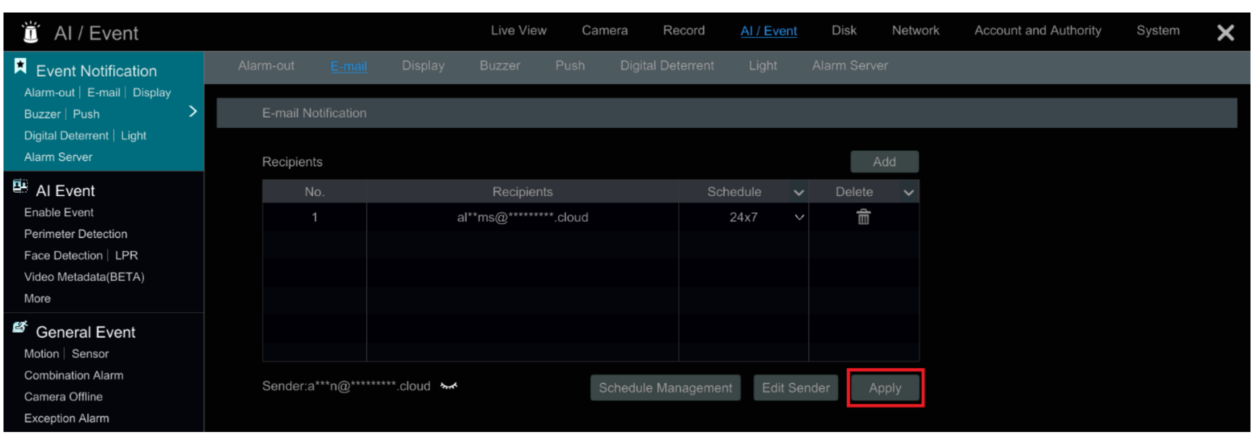
Enter the following E-mail recipient:

- alarms@specodash.cloud

Click **Add** when done.

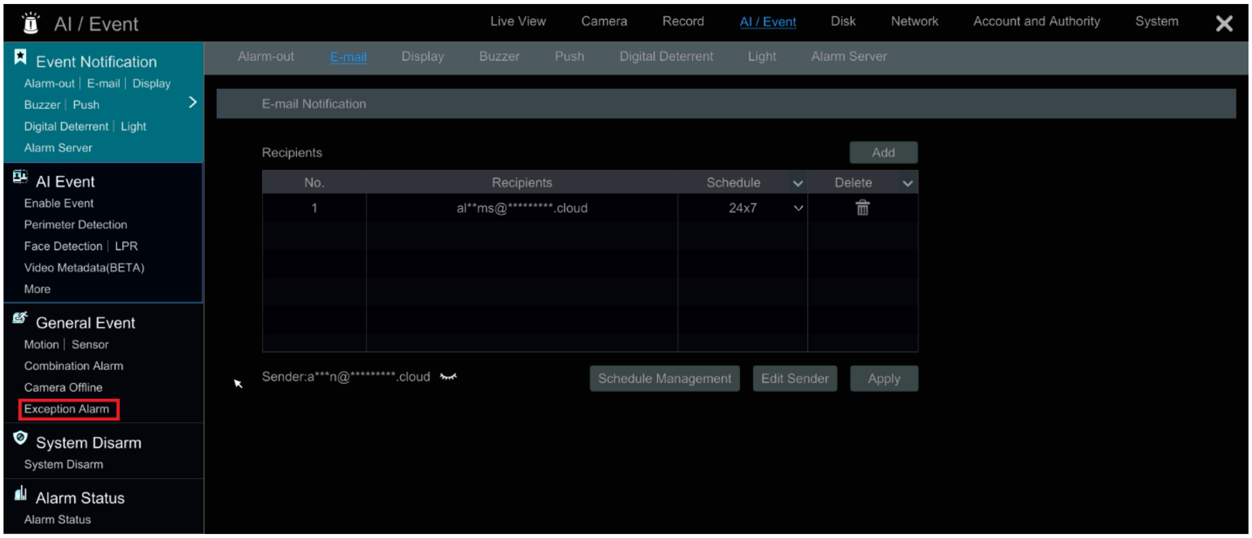


Once added, click **Apply**.



Setting up IP Camera Offline Notifications

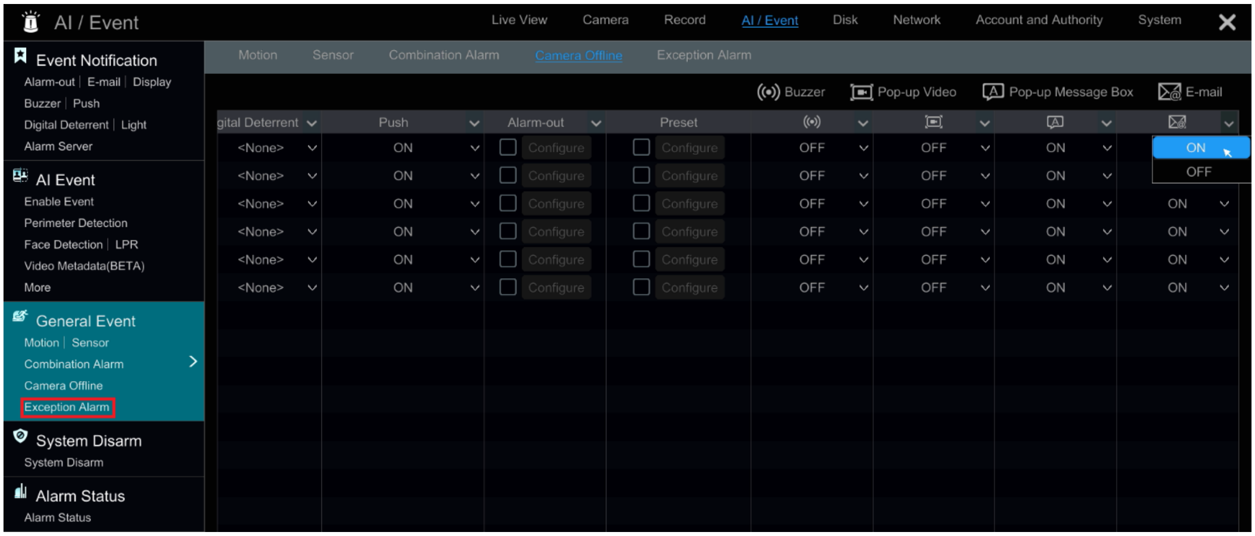
From the *E-mail* page, click **IPC Offline** under the *General Event* options.



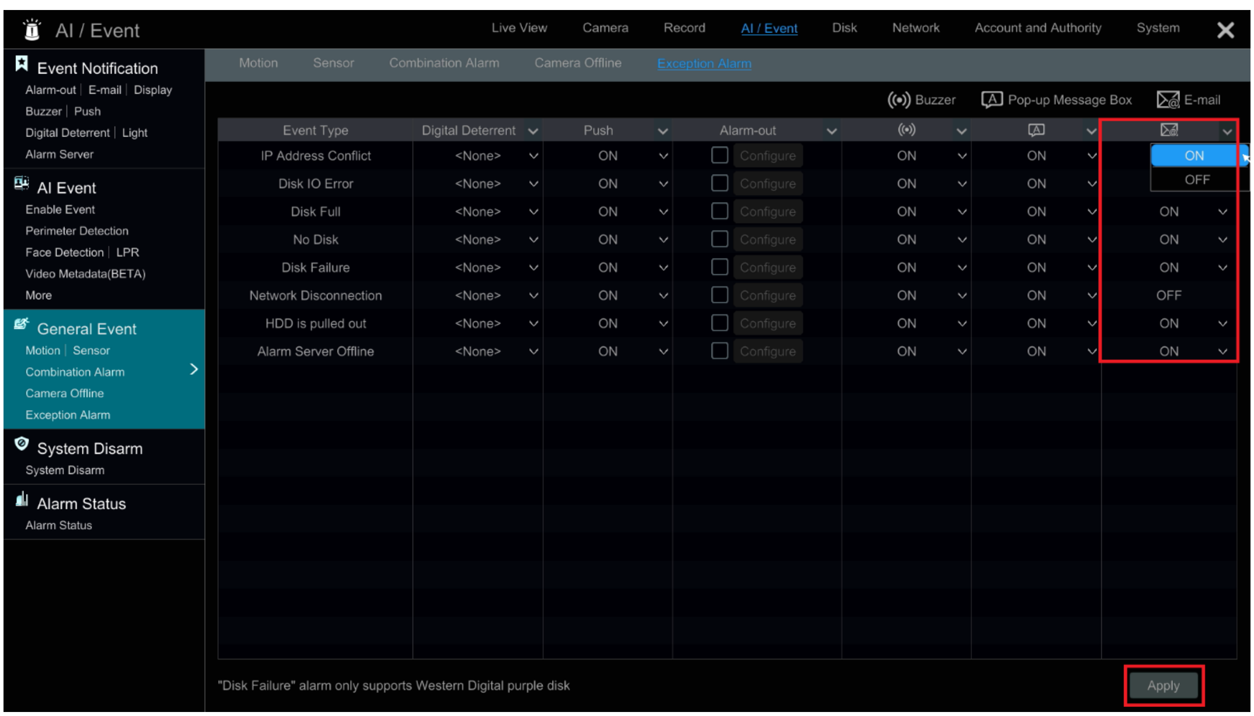
Scroll the chart to the right until you the E-mail icon. Click the dropdown at the top of the column, or the drop down for the individual cameras, and select **On** for each camera. Once done, click **Apply.**

Setting up HDD Event Notifications

From the *Camera Offline* page, click **Exception Alarm** under the *General Event* options.

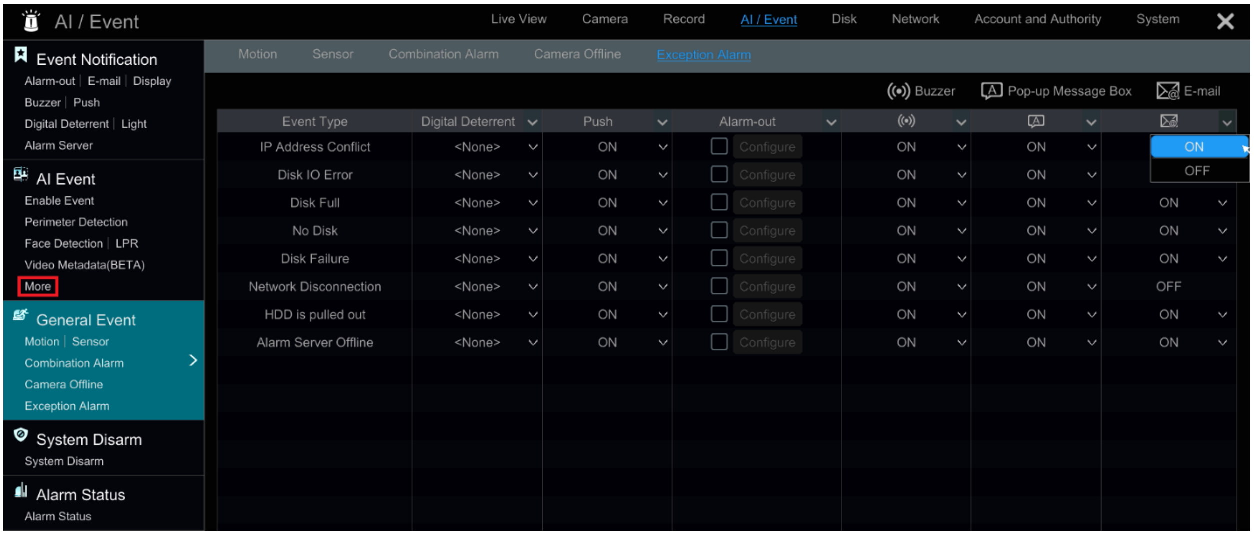


The right-most column on the page controls the E-mail notifications. Click the dropdown at the top of the column, or the drop down for the individual events, and select **On** for each event. Once done click **Apply**.



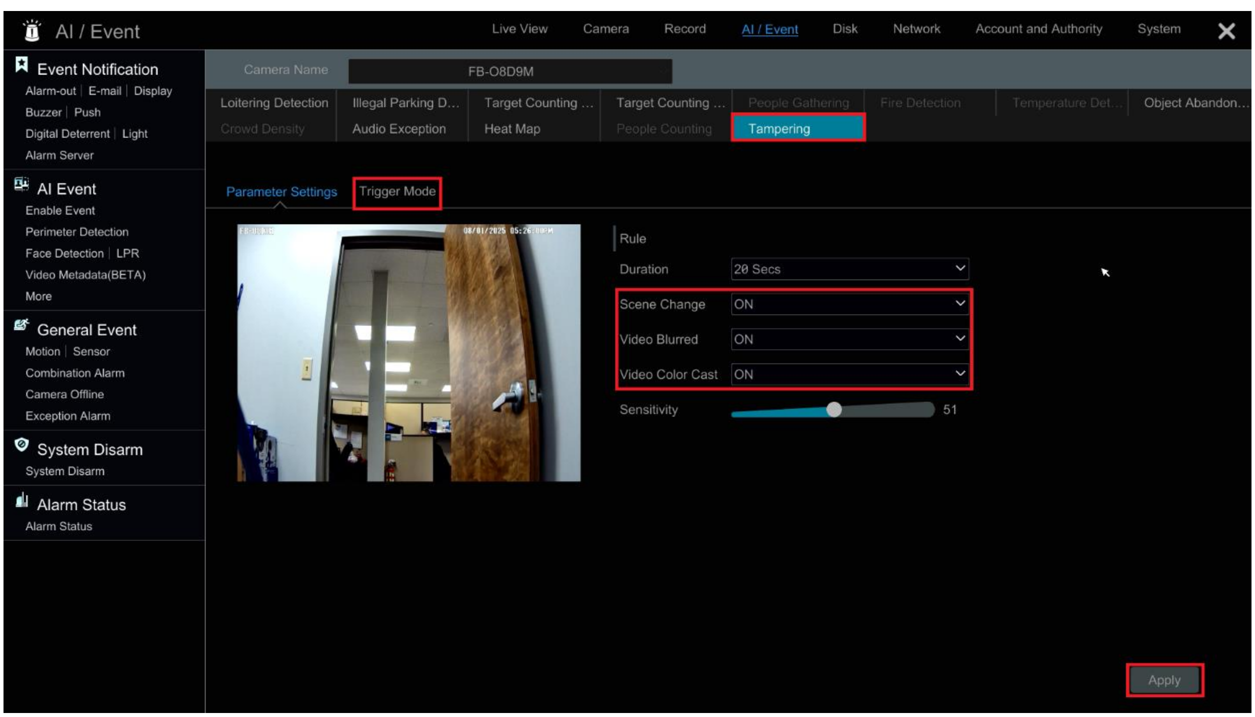
Setting up Tampering Notifications

From the *Exception Alarm* page, click **More** under the *AI Event* options.



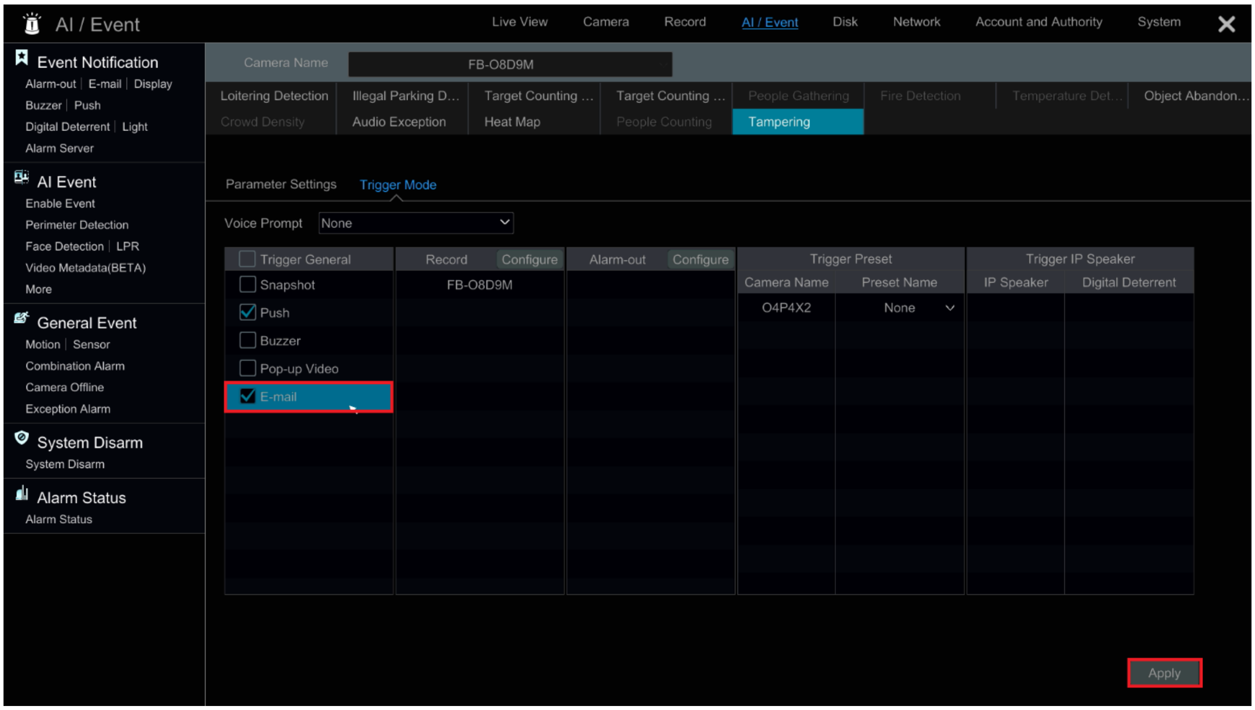
At the top of the page, click on **Tampering**. Enable the desired Tampering events under the **Rule** options. Click **Apply** once complete.

Select the **Trigger Mode** option.



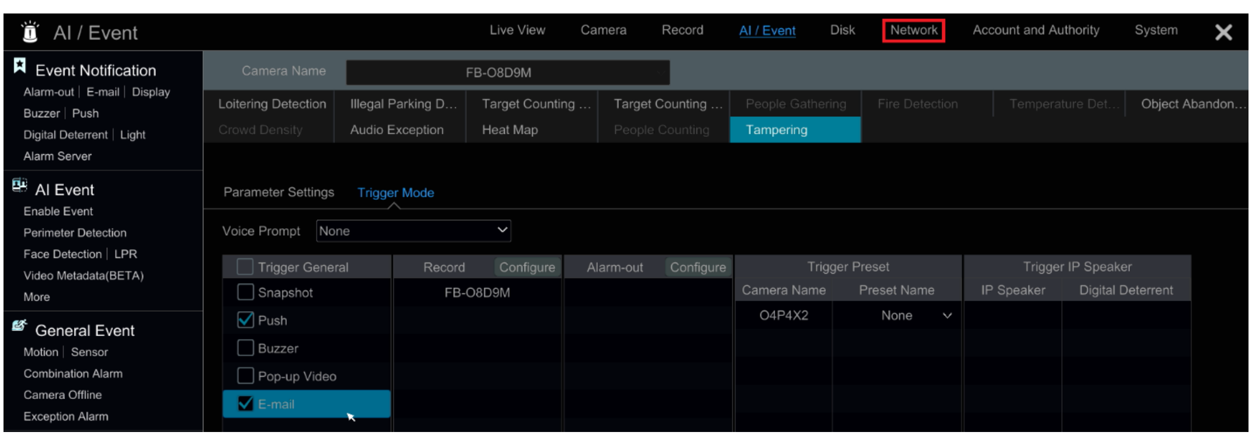
Under the left-most column, check off the box for **E-mail**. Click **Apply** once complete.

Repeat these steps will all camera using the **Camera Name** option at the top.



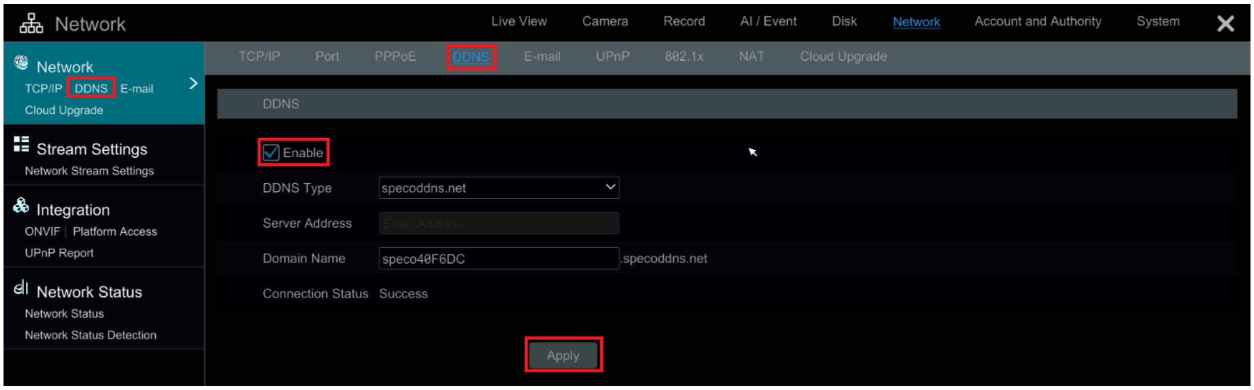
Setting up Recorder Offline Notifications

From the *Tampering* page, click the **Network** option at the top.



Select the option for **DDNS** at the top.

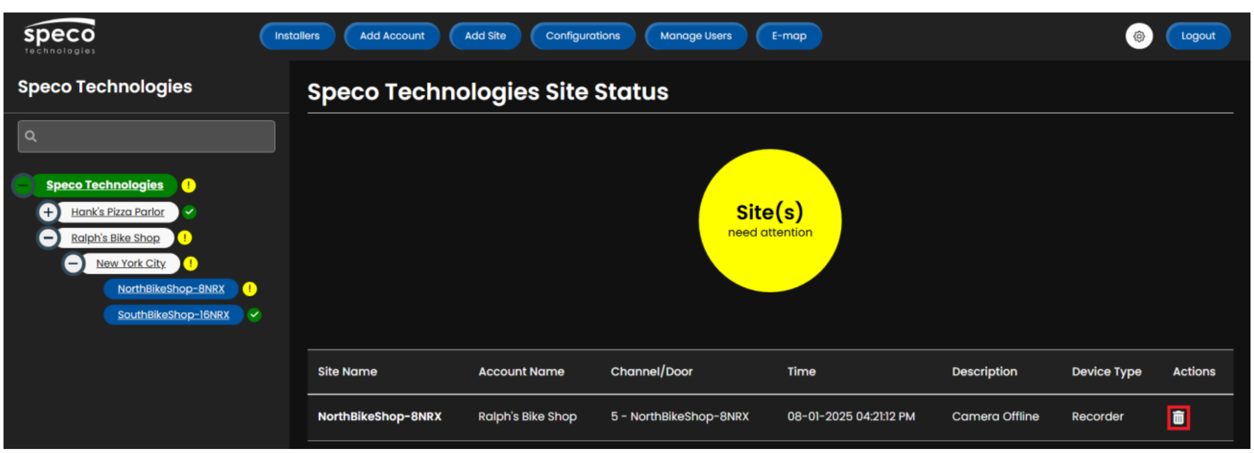
Enable the DDNS and select **Apply**. Ensure the **Connection Status** reads **Success**.



PLEASE NOTE: Speco Technologies DDNS Server does a Self-Check every 15 minutes when connected to the Dashboard. This means that if a recorder goes offline, it can take as long as 15 minutes for an Offline Notification to appear.

Managing Dashboard Notifications

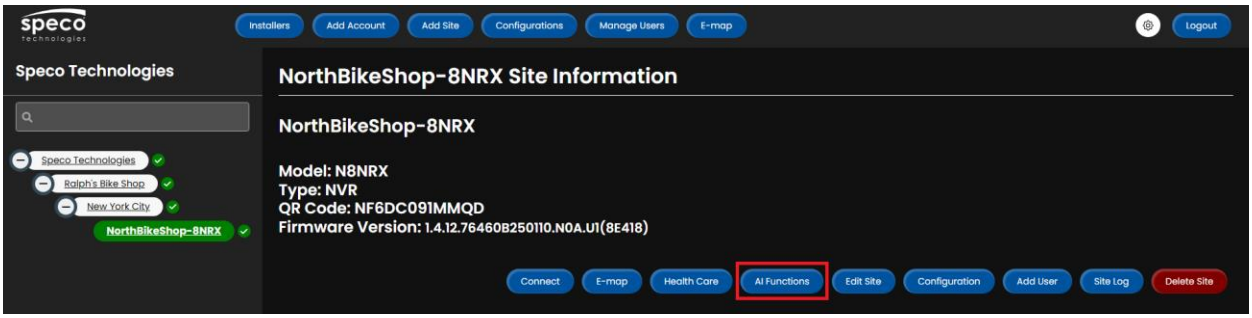
Notifications can be viewed from the main page or Account level on the Dashboard. To remove the event from the Dashboard, click the *Trash Can* icon on the right.



AI Functions

Through the Dashboard, you can activate or deactivate the analytic features of your recorder’s channels, as well as search and add faces and license plates to a database.

To access the AI options, select a site from the Dashboard Tree, and select **AI Functions**.

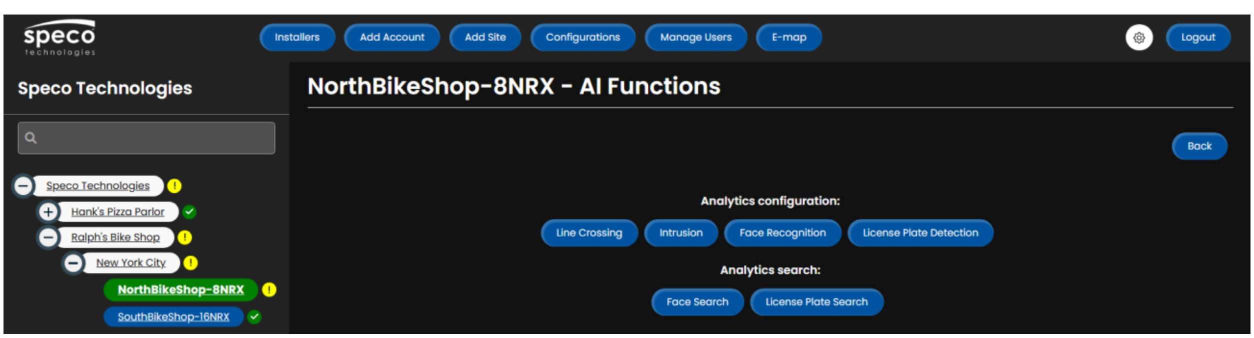


The following Analytic features are available:

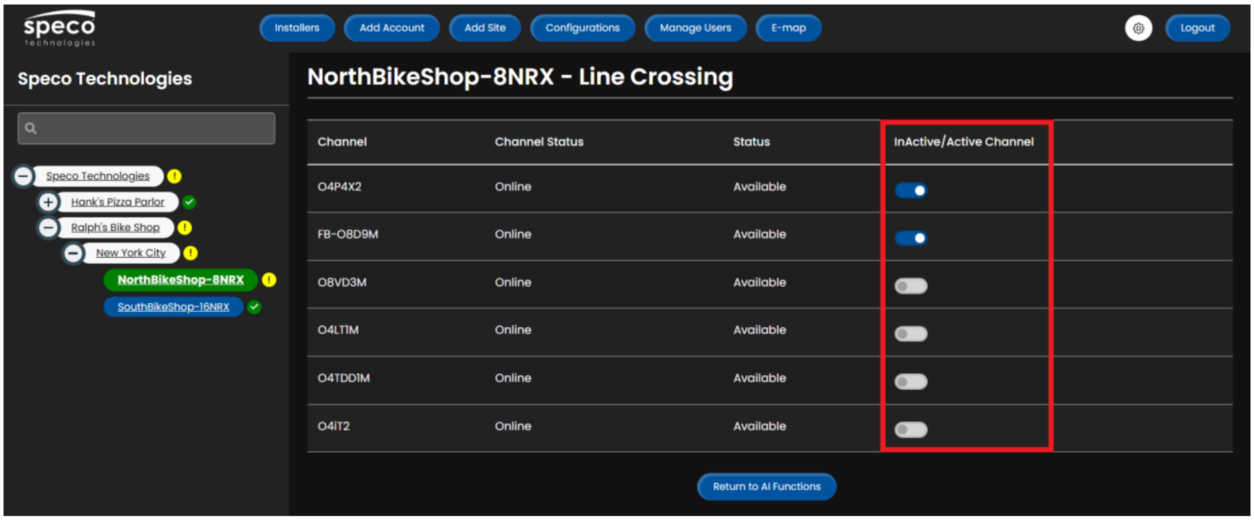
- Line Crossing
- Intrusion
- Facial Recognition
- License Plate Recognition
- Face Search
- License Plate Search

Line Crossing, Intrusion, Face Recognition & License Plate Detection

Select one of the four options under **Analytics Configuration**.

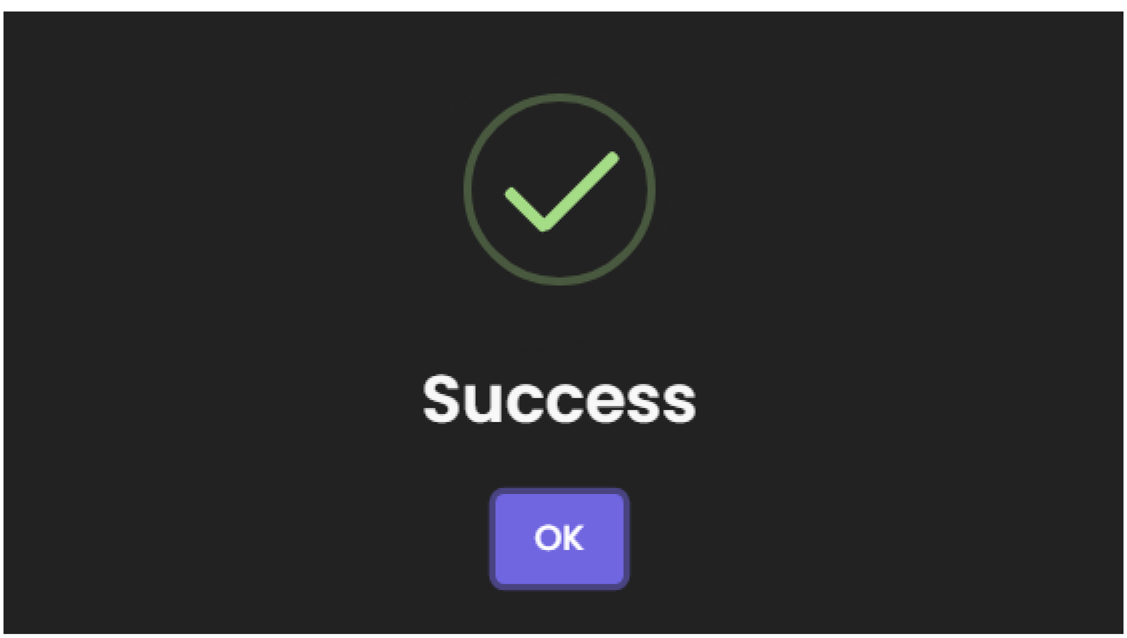


The page will display the channels that support the selected analytic feature, their connection status, and whether the analytic feature is active or inactive. To change the status of the channel's analytic, click the toggle button under the **InActive/Active Channel** column.



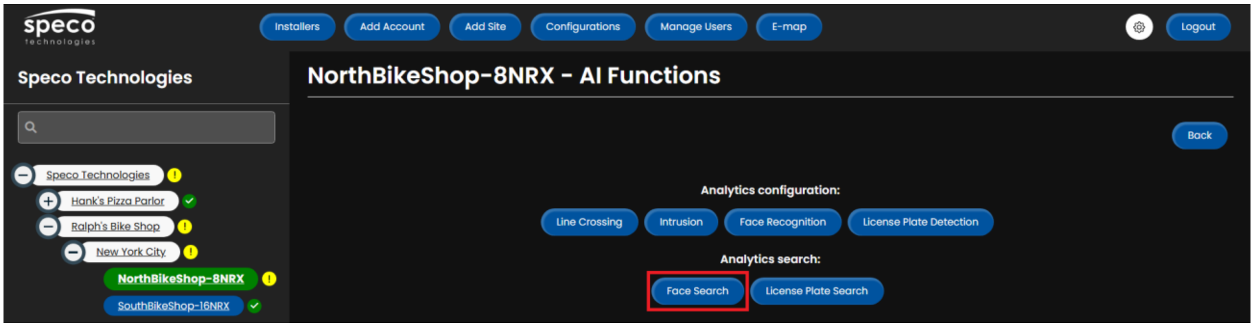
The Dashboard will send the request to the site. When successful, a message will display stating so. Click **OK** to close.

Please Note: This only disables/enables the AI function. The AI itself will still need to be configured at the Recorder.

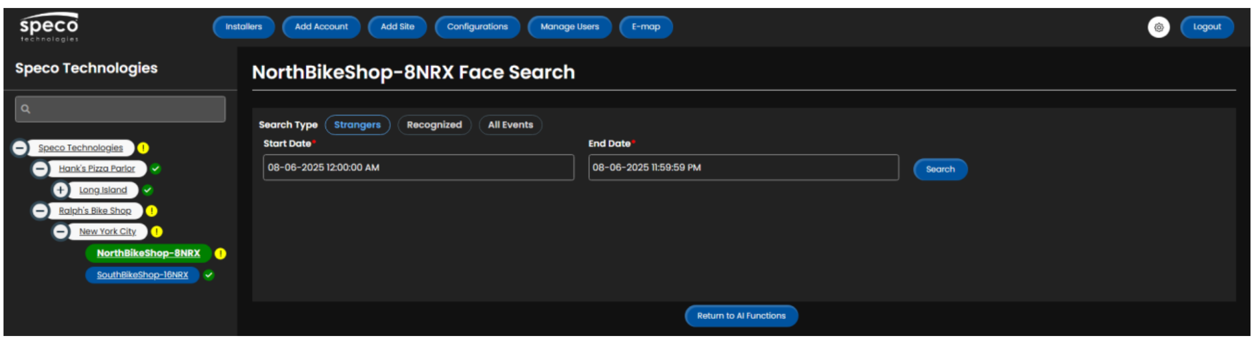


Face Search

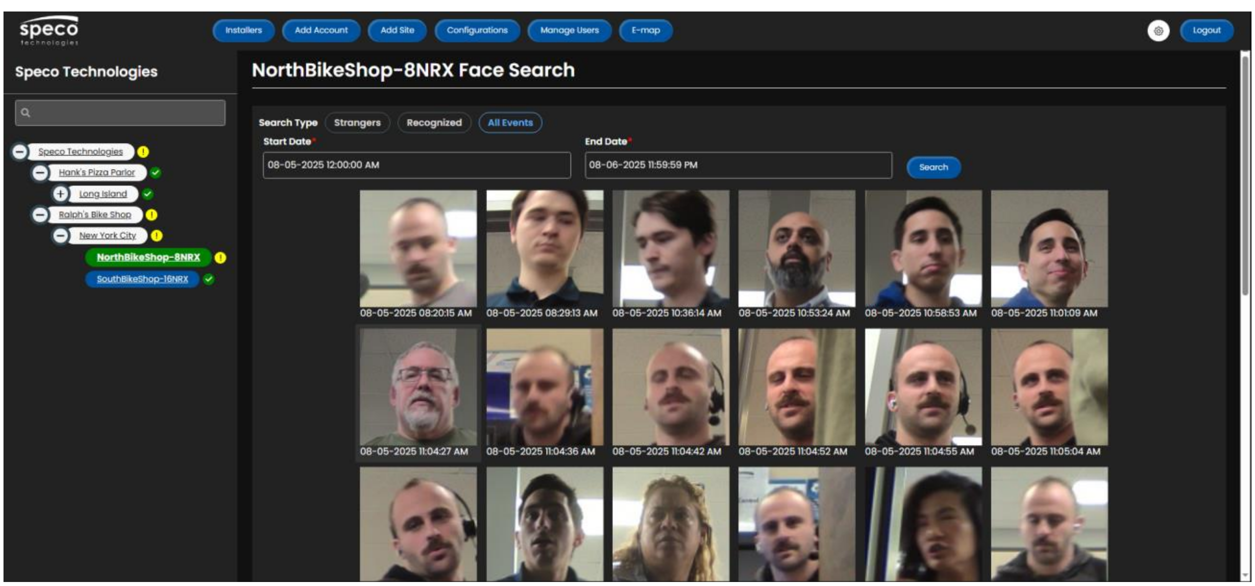
Back to the *AI Functions* page, select the **Face Search** option.



Select the type of Face Event you would like to search for with the **Search Type** option. Select a **Start Date** and **End Date** and click **Search** when done.



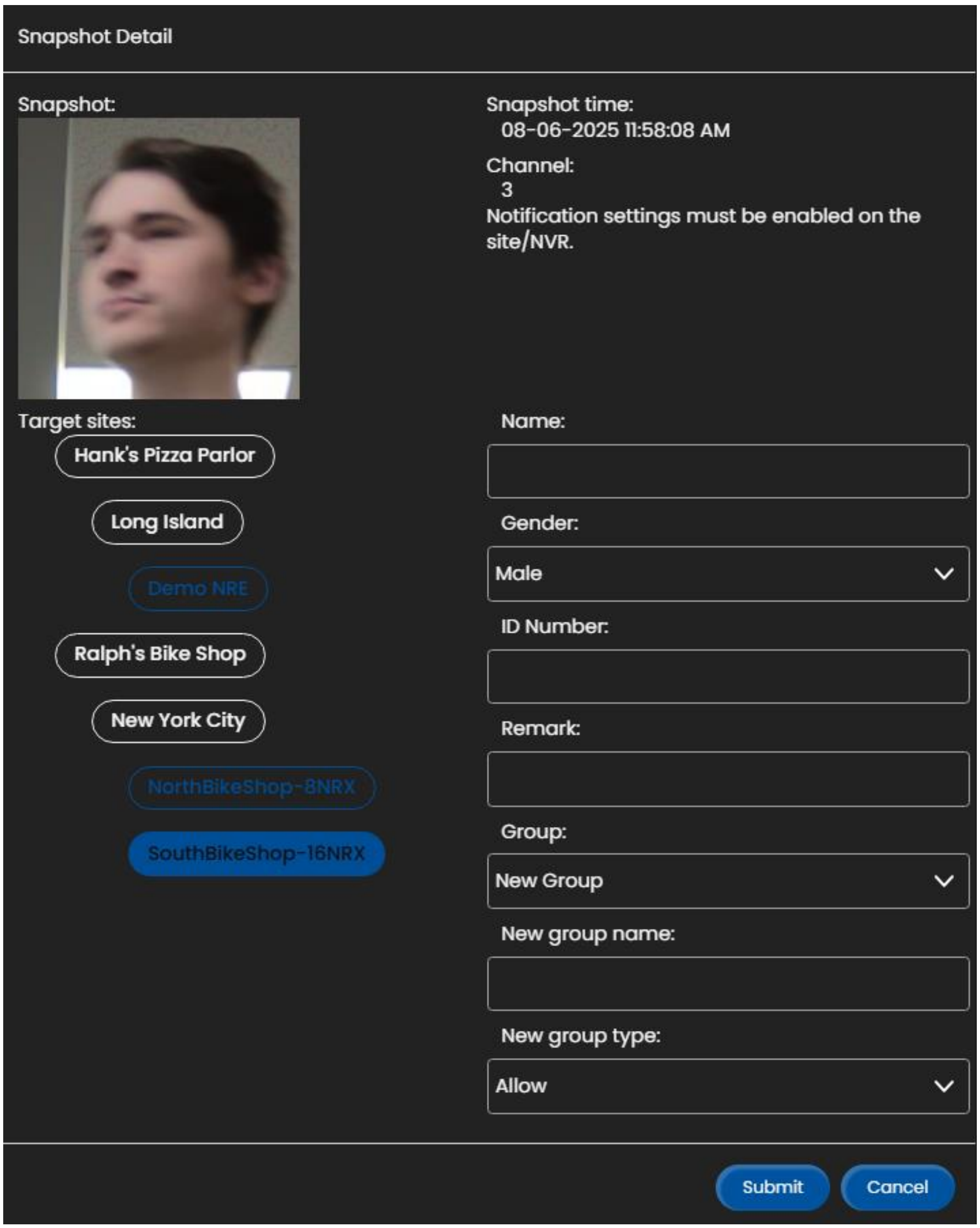
The page will load with faces captured by the recorder's cameras. Double-click the picture you would like to configure to a database.



The *Snapshot Detail* page will open. Fill in the boxes with the requested information. **Target Sites** will determine which sites the Face will be uploaded to. Multiple sites can be selected at once.

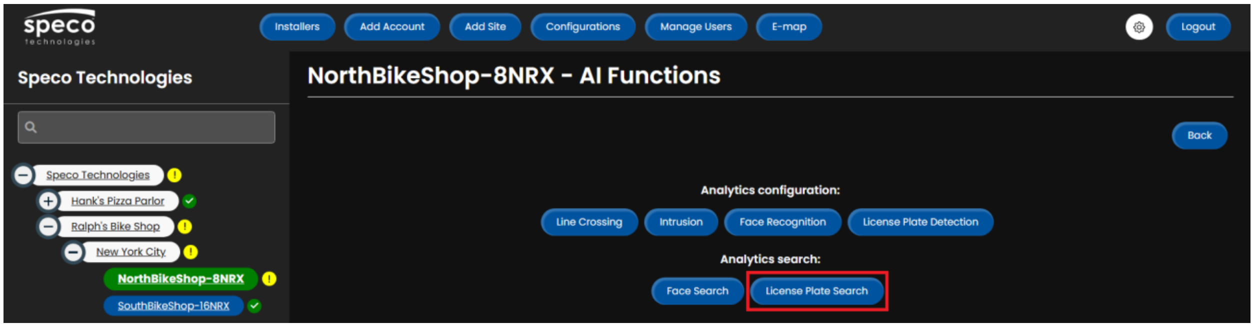
Group will create different associated groups within the Database. One group can follow a different ruleset than another group. Select the group the Face image will belong to or create a new one.

When done, click **Submit** at the bottom. A pop-up will appear confirming the face was added to the database.

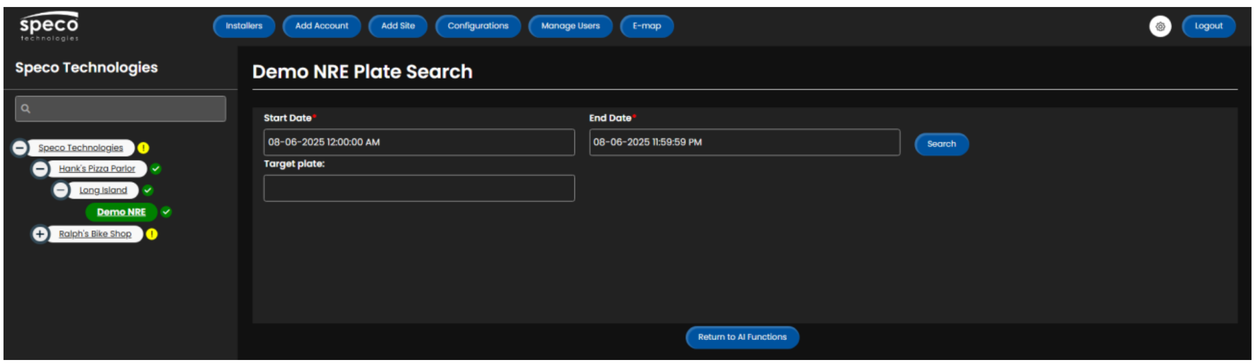


License Plate Search

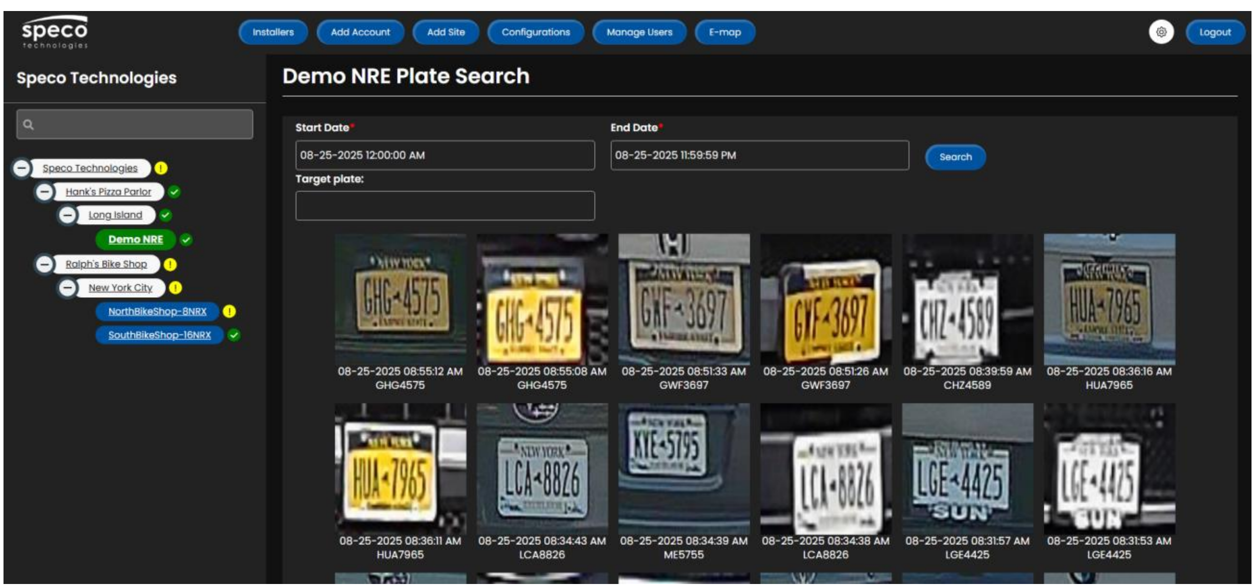
Back to the *AI Functions* page, select the **License Plate Search** option.



Select the **Start Date** and **End Date** for the search. The **Target Plate** option will allow you to search for a specific license plate number. Click **Search** when done.



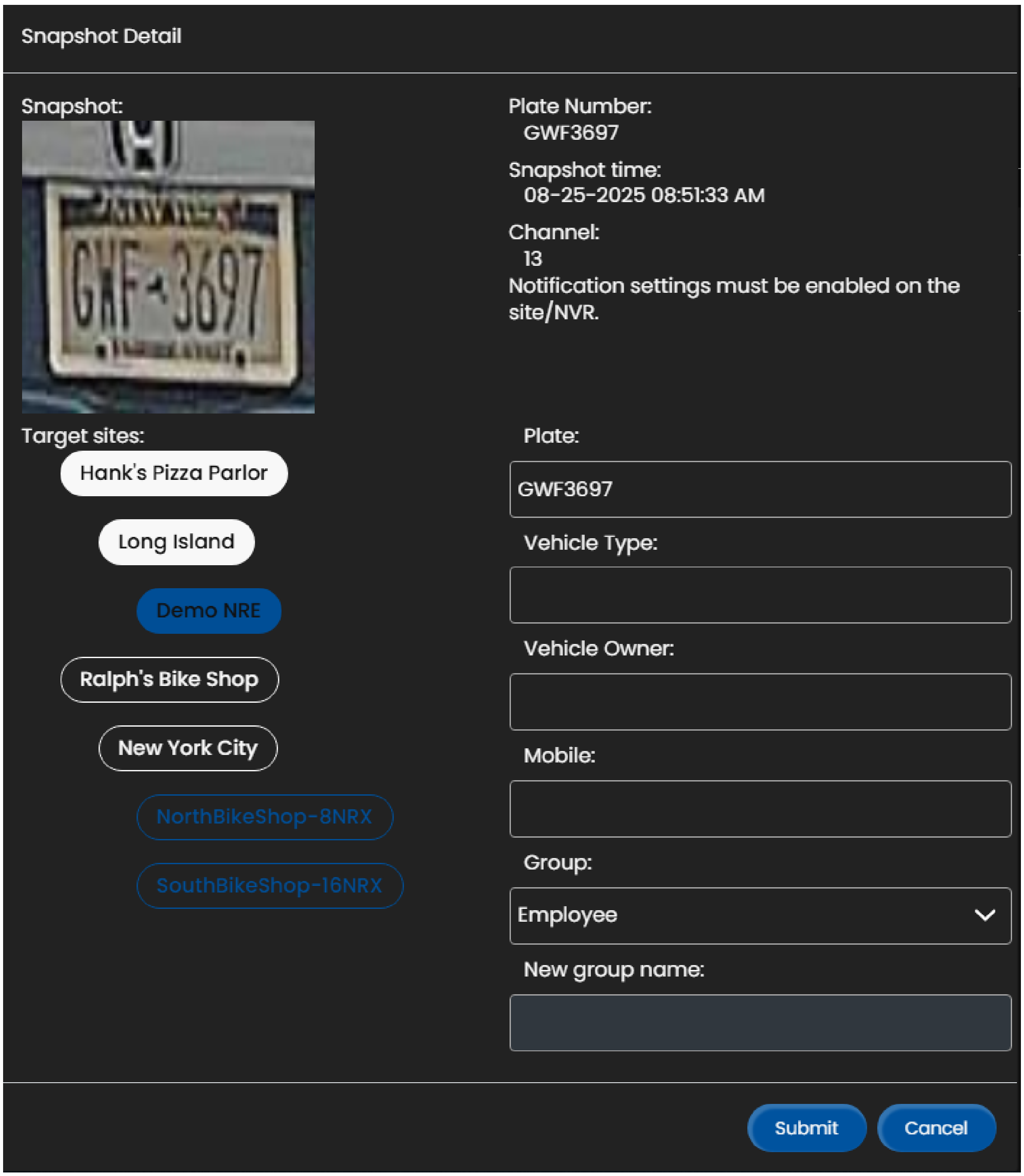
The page will load with license plates captured by the recorder's cameras. Double-click the picture you would like to configure to a database.



The *Snapshot Detail* page will open. Fill in the boxes with the requested information. **Target Sites** will determine which sites the license plate will be uploaded to. Multiple sites can be selected at once.

Group will create different associated groups within the Database. One group can follow a different ruleset than another group. Select the group the license plate image will belong to or create a new one.

When done, click **Submit** at the bottom. A pop-up will appear confirming the face was added to the database.



Additional Dashboard Options

Multi-Factor Authentication

Speco Dashboard offers Multi-Factor Authentication (MFA) to sign in. It is off by default. To enable it, contact your Speco Representative and Speco Technologies will be able to activate the function for your account.

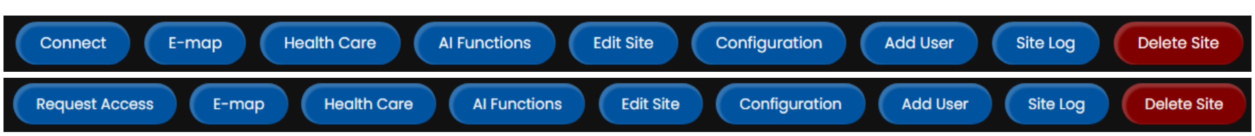
When activated, the next time you sign into your account, you will be prompted to scan a QR Code. Using the (3rd party) *Authenticator* app, scan the QR code. Now, every time you sign in, you will be required to insert a code that the *Authenticator* app provides.

For security reasons, there is no way to pull up the QR Code again once it is clicked away on the Dashboard. If MFA needs to be reconfigured for any reason, remove the account from the *Authenticator* app and request a password change to your Dashboard account. Upon signing in with a new password, a new QR Code will present itself.

Request to Connect

Speco Dashboard offers a security feature called **Request to Connect.** For security purposes, many installers/technicians do not want or need full access to their customers' sites at all times. *Request to Connect* allows an installer/technician to request access to the site from the customer for a certain amount of time.

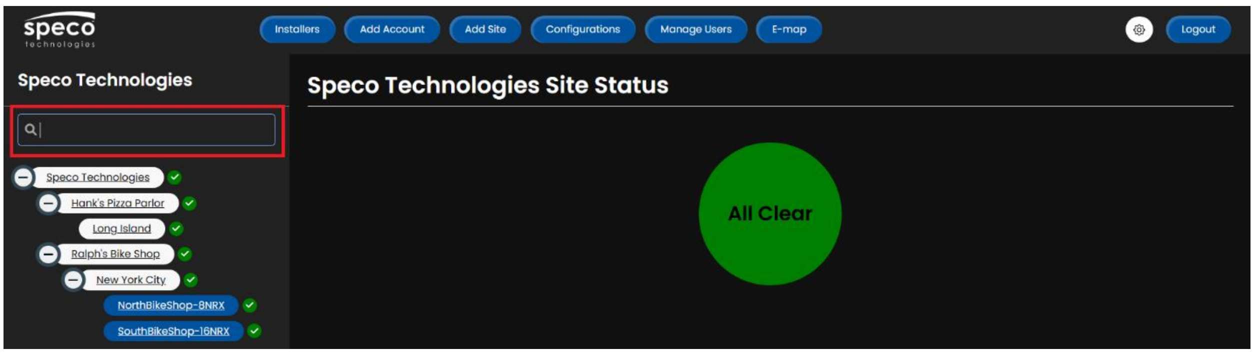
Instead of seeing a *Connect* button on the Dashboard when viewing a site, a **Request Access** button will be available. You can request how long you would like access to the site, and the customer will receive an email asking to confirm or deny your access request.

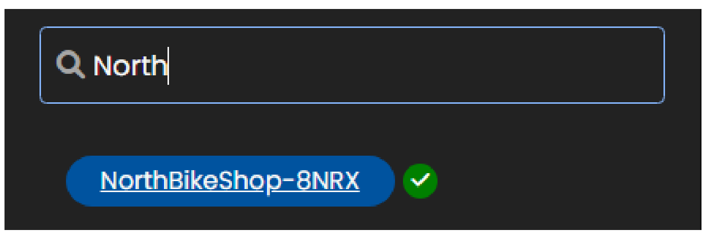


This function is off by default. To enable it, contact your Speco Representative and Speco Technologies will be able to activate the function for your account.

Searching for Accounts, Sub-Levels and Sites

There is a search function on your Dashboard to help search for Accounts, sub-levels and sites more quickly by entering information in a Search Box. Click inside the search box directly above the Dashboard Tree and enter the name of an Account, sub-level or site and the tree will update to match the information you have entered.

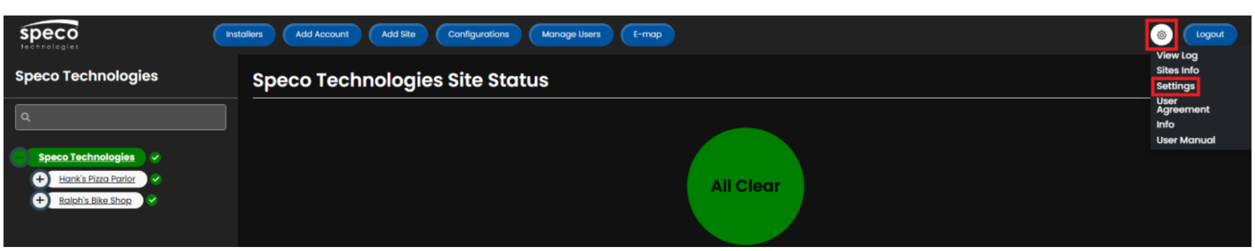




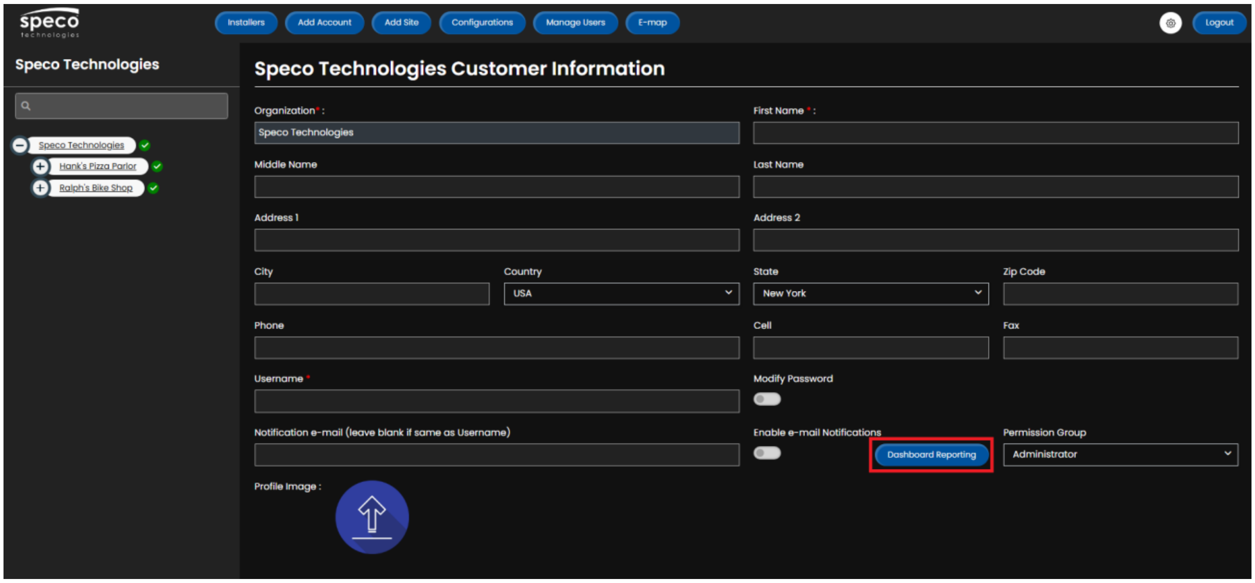
Dashboard Reporting

Dashboard Reporting will allow you or anyone else you choose to receive weekly or monthly reports of everything that occurred on the Dashboard. This includes site status changes, user edits, etc.

Click the *Gear Icon* in the top-right corner and select **Settings**.



At the bottom of this page, select **Dashboard Reporting**.

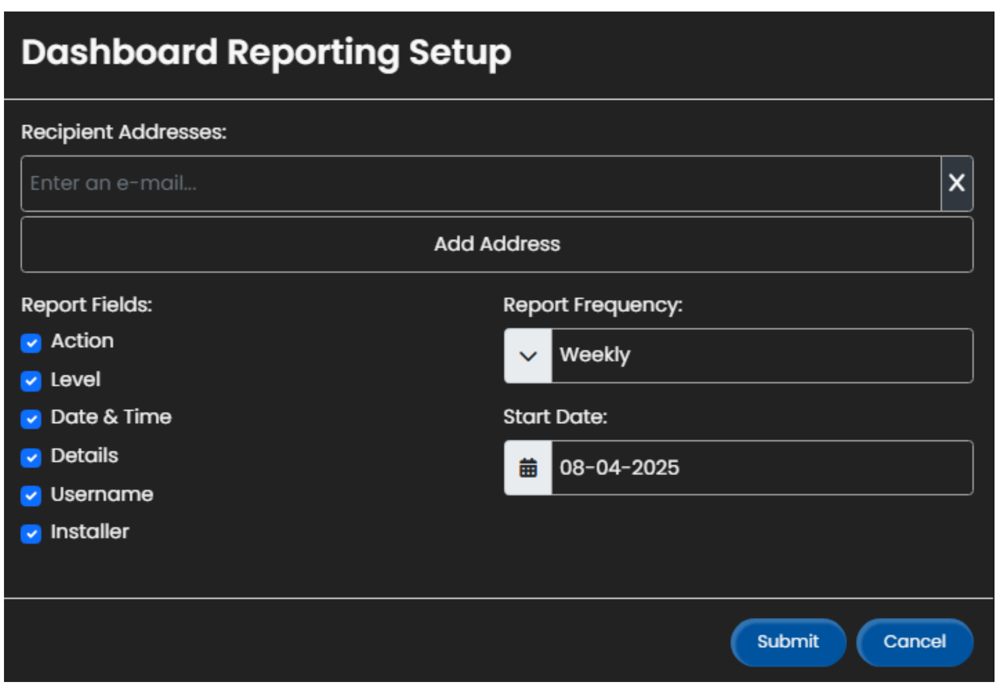


Insert an E-mail address under **Recipient Addresses**. Click **Add Address** if more than one e-mail is required.

Report Fields will determine what exactly appears on the report.

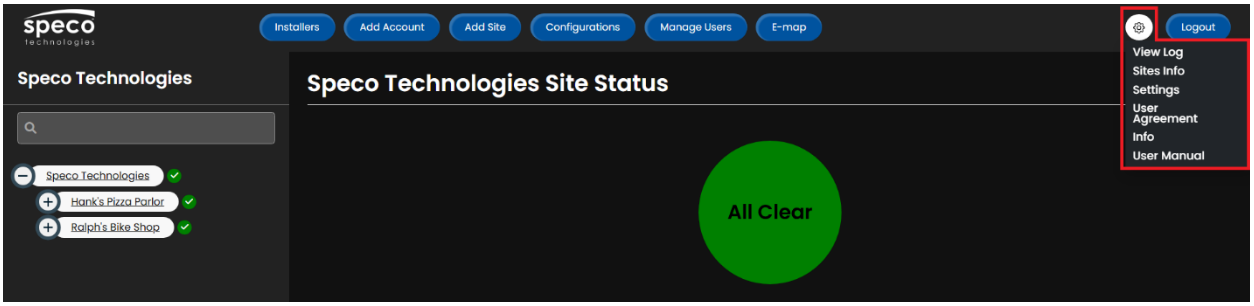
Report Frequency will allow the selection for *Weekly* or *Monthly* reports.

Start Date will determine the day you receive the report.

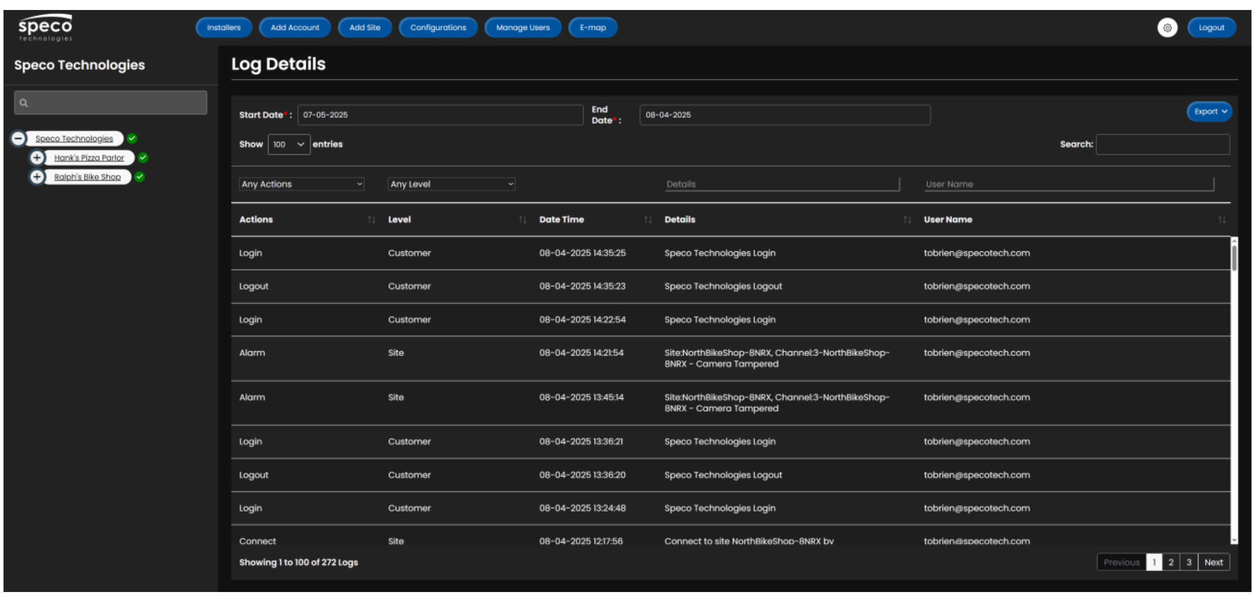


General Settings

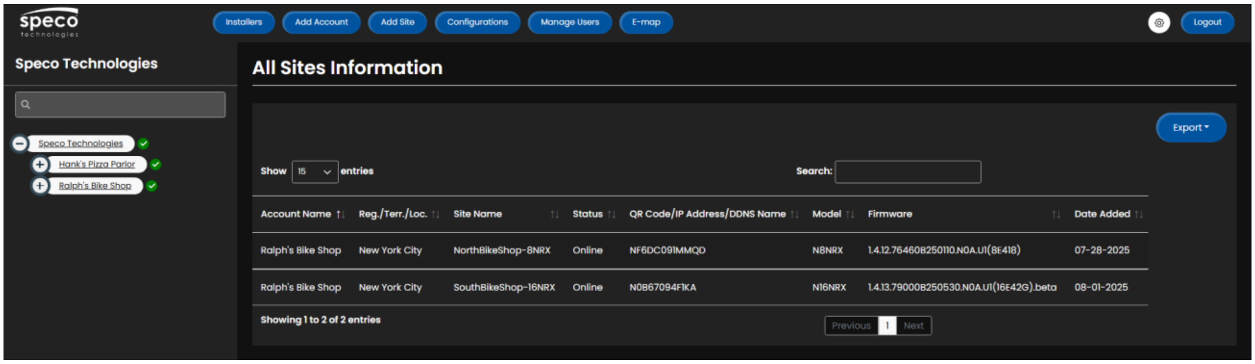
The top-right corner of the Dashboard has *Gear Icon* button. Hover the mouse over this button to view additional options.



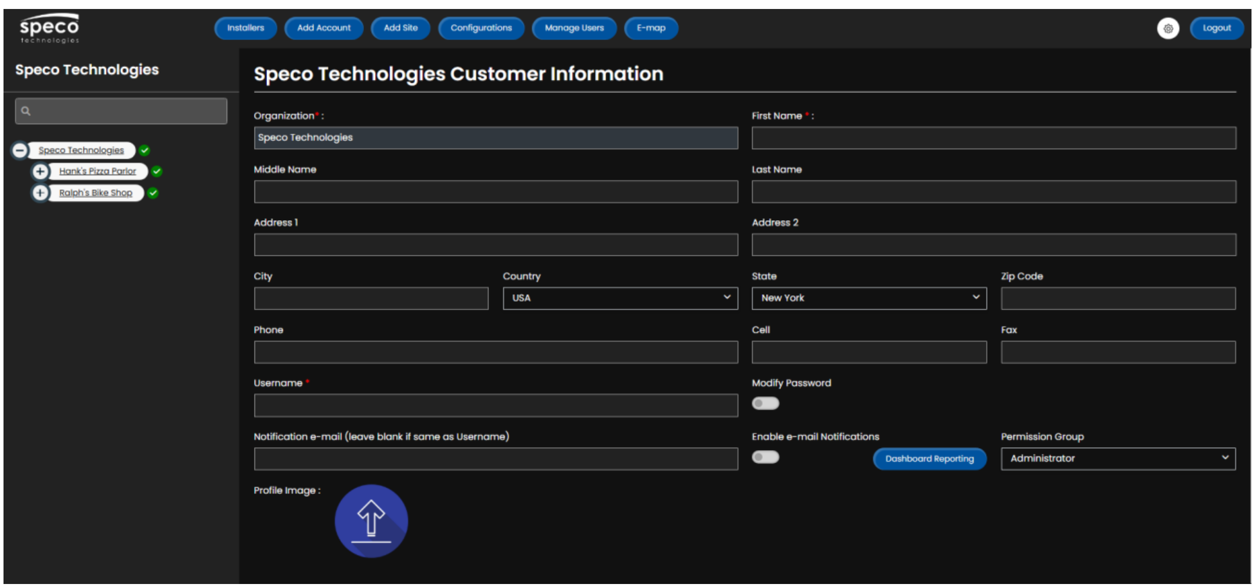
Selecting **View Log** will display the activity log of the Dashboard. This includes user logins and management of your accounts, sub-levels and sites. You can filter the number of entries displayed per page, filter by date, and export the logs in an Excel or CSV format for your own documentation.



Selecting **Sites Info** will list all added sites with relevant site information from your Dashboard.



Selecting **Settings** will display your account information for editing. This includes Name, Address, Contact Information and Company Logo.



Selecting **User Agreement** will bring up a copy of your agreement for review.

Selecting **Info** will display the current version of the Speco Dashboard and allow you to view the Change log.

Selecting **User Manual** will bring up a copy of this User Manual.