

# Quick Start Guide



*The Vision of Security*

## GV-Hot Swap Surveillance System V6(Rev. D)



Listed Product including appearances and images are samples and for reference only.  
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GeoVision, Inc.  
9F, No. 246, Sec. 1, Neihu Rd.,  
Neihu District, Taipei, Taiwan  
Tel: +886-2-8797-8377  
Fax: +886-2-8797-8335  
<http://www.geovision.com.tw>

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August 2025

**Scan the following QR codes for product warranty and technical support policy:**



[Warranty]



[Technical Support Policy]

# Contents

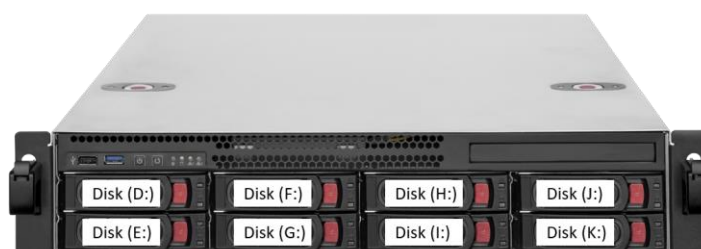
<b>Notice .....</b>	<b>2</b>
<b>Note for Recording .....</b>	<b>2</b>
<b>Chapter 1 Basic Installation .....</b>	<b>3</b>
1.1 Packing List .....	3
1.2 Software License .....	4
GV-Hot Swap VMS System (Rev. D) .....	4
1.3 Recommended Hard Disks .....	4
1.4 Rear Panel.....	5
1.5 Installation .....	6
<b>Chapter 2 Install the Hard Drive .....</b>	<b>7</b>
<b>Chapter 3 Install the Sliding Rail Kit .....</b>	<b>8</b>
<b>Chapter 4 Turn On the Power .....</b>	<b>9</b>
4.1 Starting Up Windows .....	10
4.2 Configuring the IP Address .....	12
<b>Chapter 5 Set Up the Video Storage Location.....</b>	<b>14</b>
5.1 Formatting the Hard Drive.....	14
5.2 Setting Up the Video Storage Location .....	19
<b>Chapter 6 Restore the System.....</b>	<b>22</b>
<b>Chapter 7 GV-Hot Swap VMS System V6 (Rev. D).....</b>	<b>23</b>
7.1 Main Screen .....	23
7.1.1 Adding IP Video Devices to GV-VMS .....	25
7.2 Configuring Camera Setting.....	27
7.3 Playing Back Recorded Videos.....	28
7.4 Backing Up Recorded Videos .....	30

## Notice

1. The **back panel** of GV-Hot Swap Surveillance System V6 (Rev. D) is subject to change without prior notice.
2. You can access the **digital copies of User's Manuals and Quick Start Guides** from C:\User Manual.
3. If you are in an area with unstable voltage, make sure to install an automatic voltage regulator (AVR) or a UPS power supply with AVR function, to maintain a constant voltage.
4. All damages to the power supply caused by unstable voltage are not included in the 2-year warranty service.

## Note for Recording

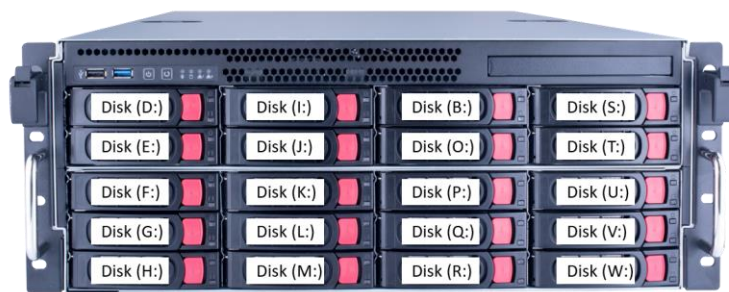
1. Be sure to install each of your hard drives separately in alphabetical order as indicated below for formatting. See *5.1 Formatting the Hard Drive* for details.



8-Bay Models



12-Bay Models



20-Bay Models

2. Before recording, you need to divide your hard disks into 4 / 8 storage groups and each group will be assigned with an equal number of cameras. See *5.2 Setting Up the Video Storage Location* for details.

# Chapter 1 Basic Installation

## 1.1 Packing List

1. GV-Hot Swap System V6 (Rev. D)
2. AC Power Cord
3. Sliding Rail Kit (for 4U 20-Bay only)
3. Documents Download Guide

### **1.2 Software License**

The following Maximum License for IP devices is available as a paid service. The license is based on your requirements for the number of connection channels. The USB dongle for software license will be inserted to the system before shipment.

#### **GV-Hot Swap VMS System (Rev. D)**

GV-VMSH V6 Rev. D supports GV-VMS V20.

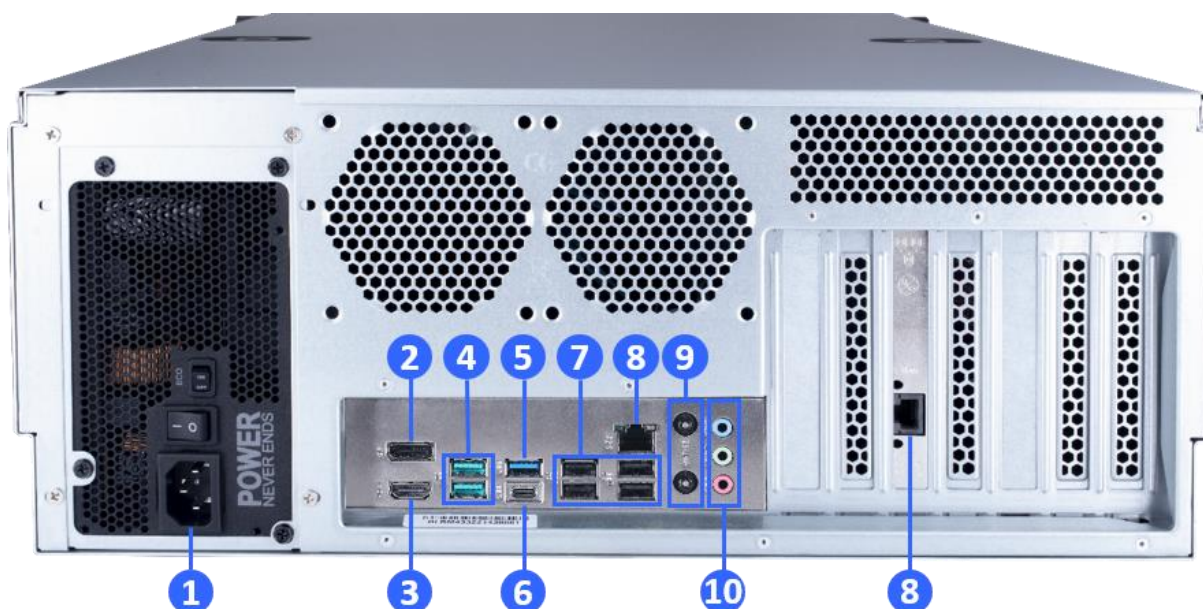
For software license details, see the [GV-VMS V20 Datasheet](#).

### **1.3 Recommended Hard Disks**

For system efficiency, we recommend enterprise level hard disk drives. Avoid using desktop level or green HDD which may affect system efficiency. See [here](#) for details.

## 1.4 Rear Panel

Here we use the **4U (20-bay)** model of GV-VMSH V6 (Rev. D) as an example.

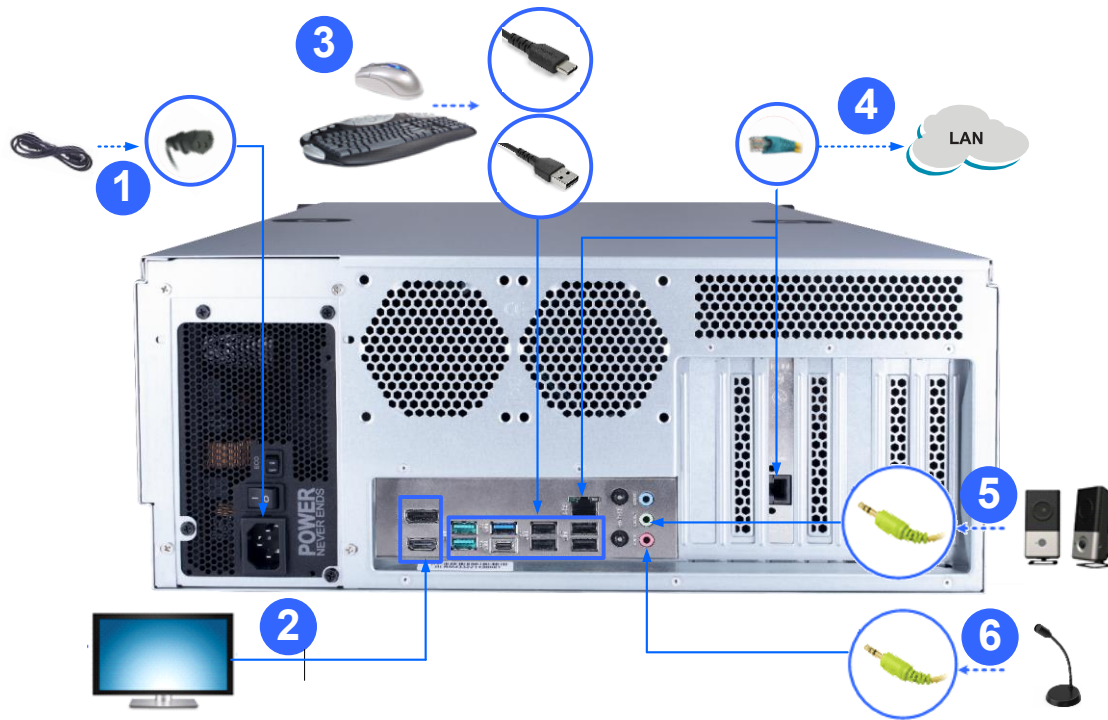


No.	Name
1	Power Connector x 1
2	DisplayPort x 1
3	HDMI x 1
4	USB 3.2 Gen 2 Port (Type-A, 10 Gbps) x 2
5	USB 3.2 Gen 1 Port (Type-A, 5 Gbps) x 1
6	USB 3.2 Gen 2x2 Port (Type-C, 20 Gbps) x 1
7	USB 2.0 Port (Type-A) x 4
8	2.5 GbE Ethernet Port x 2 (one on the left side and the other on the right side of the rear panel)
9	Not functional
10	Audio Jack x 3 <ul style="list-style-type: none"> <li>➤ Line In (Blue)</li> <li>➤ Line Out (Green)</li> <li>➤ Mic In (Pink)</li> </ul>
<b>Note:</b> The rear panel view is based on the 20-bay model (VMS System). The rear panel on the 8-bay and 12-bay models (VMS System) is identical to the figure shown above.	

## 1 Basic Installation

### 1.5 Installation

Here we use the **4U (20-bay)** model as an example.



1. Connect one end to the AC input and the other end to the power outlet using the supplied power cord.
2. Connect the monitor using the HDMI / DisplayPort cable supplied by the monitor manufacturer.
3. Connect the keyboard and mouse to any of the USB ports.
4. Connect one end to the Ethernet port and the other end to Network using the RJ-45 cable.
5. Connect speakers to the Audio Line Out port.
6. Connect speakers to the Audio Mic In port.

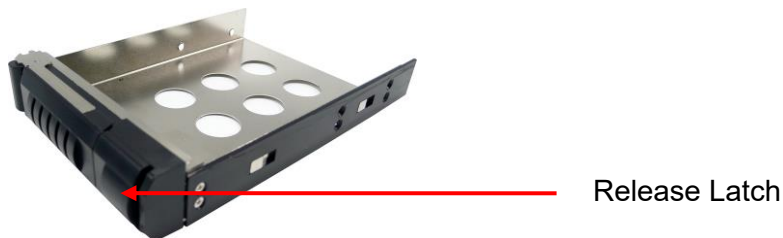


## Chapter 2 Install the Hard Drive

The GV-Hot Swap Surveillance System V6 (Rev. D) uses SATA hard drives for video and audio data storage. Before recording, be sure to install your hard drives.

**IMPORTANT:** Be sure to install each of your hard drives separately for formatting. See [5.1 Formatting the Hard Drive](#) for details.

1. Slide the release latch to the right. The drawer handle pops up.



2. Pull out the drive drawer.
3. Insert the hard drive in the drawer.
4. Secure the hard drive with the 4 screws (included in the drawer), and make sure all screw heads flush with the surface.



5. Put the drawer back in the drive bay of the system, and push the latch until it locks. The white LED on the drawer shines, and the hard drive is now ready to use.

## Chapter 3 Install the Sliding Rail Kit

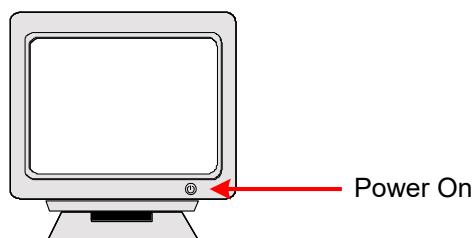
The sliding rail kit makes it easy for users to mount the GV-Hot Swap Surveillance System V6 (Rev. D) on the cabinet. With its tool-less design, users can easily place the models for a more organized space allocation.

For detailed instructions on installation steps, see 3.4 *Installing the Sliding Rail Kit* in [GV-Hot Swap System V6 \(Rev. D\) User's Manual](#).

## Chapter 4 Turn On the Power

Once the above hardware is properly connected, follow the steps below to turn on the GV-Hot Swap Surveillance System V6 (Rev. D).

1. Turn on the monitor.



2. For 4U (20-bay) models, turn on the AC power switch on the rear panel first.

### 4U (20-Bay) Models

Power Switch



(**Note:** The figure of 4U model is for reference only; the rear panel may vary due to product enhancement.)

3. Turn on the main power switch on the front panel.

Power Button

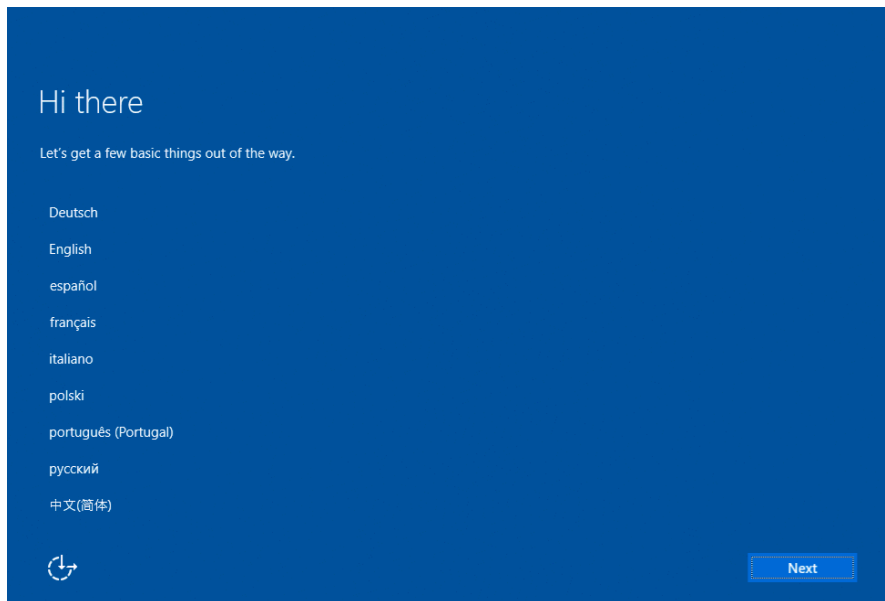


## 4 Turn on the Power

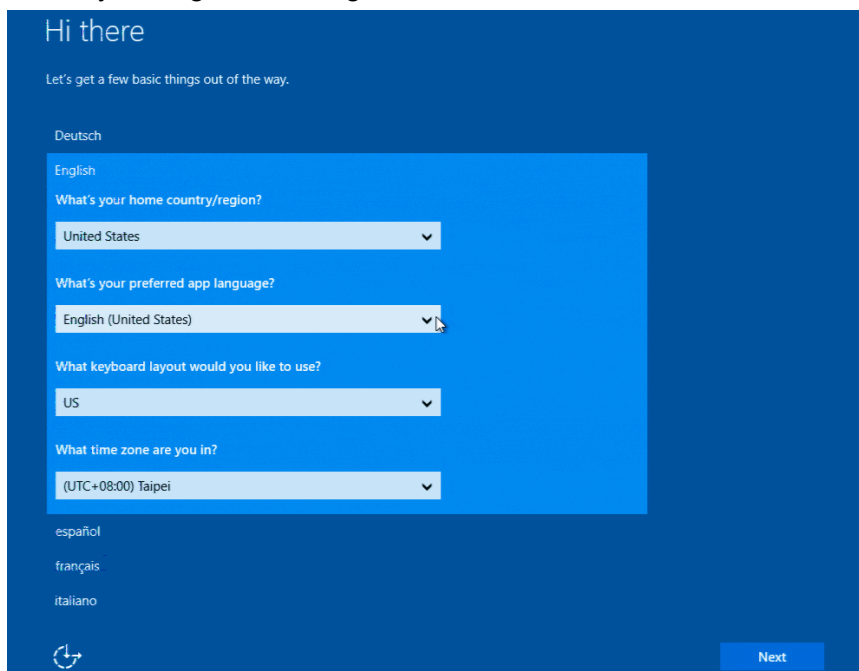
### 4.1 Starting Up Windows

The Windows setup is preparing your computer for first use.

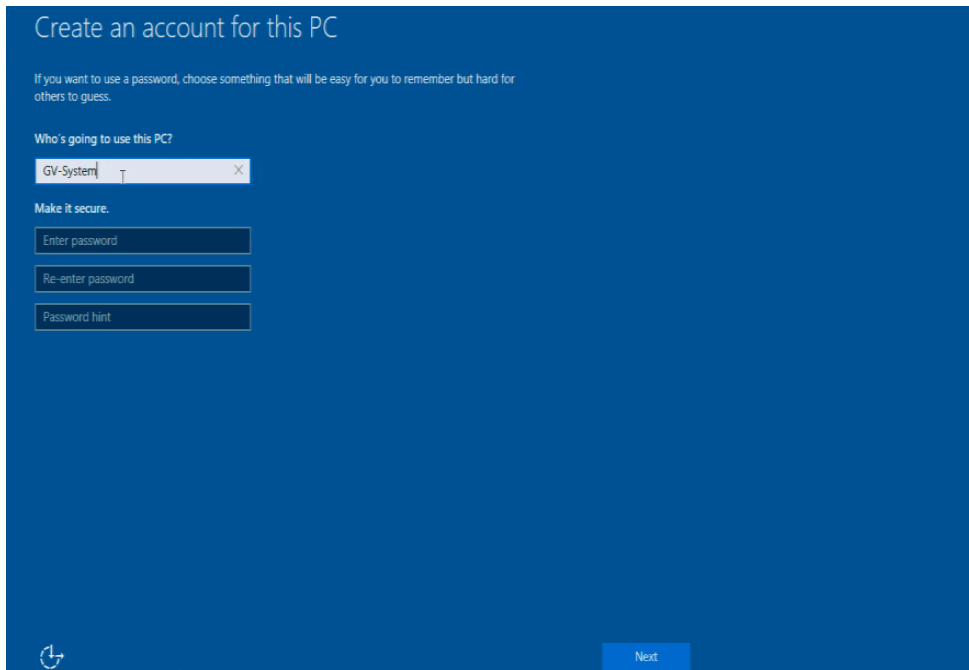
1. After the Windows starts, this setup screen appears. Select your language and click **Next** to continue.



2. Select your regional settings and time zone and click **Next** to continue.



3. Click **Accept** to accept Microsoft software license terms.
4. Select between “Customize” or “Use Express settings” for your Windows installation.
5. Type your account name. It is recommended that you create a password for your account and click **Next**.



When the above setup process is complete, Windows will finalize your settings automatically in the background and restart.

**IMPORTANT:** In case of any problems causing you unable to access Windows operating system, it is highly recommended to back up the OS before you start any settings or operations. For details, see *6 Restore the System*.

## **4 Turn on the Power**

### **4.2 Configuring the IP Address**

GV-Hot Swap Surveillance System V6 (Rev. D) supports remote monitoring, control and configuration over a network connection. The following default IP addresses will automatically be assigned.

- **192.168.0.200**
- **192.168.0.201**


The system supports up to 2 Ethernet ports. The number of Local Area Connection is assigned from the left to the right. Here we use the 4U (20-bay) model of GV-Hot Swap VMS System V6 (Rev. D) as illustration.

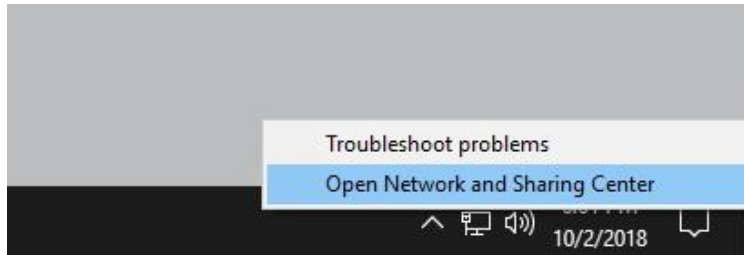


**Local Area Connection 1**  
**Default IP: 192.168.0.200**

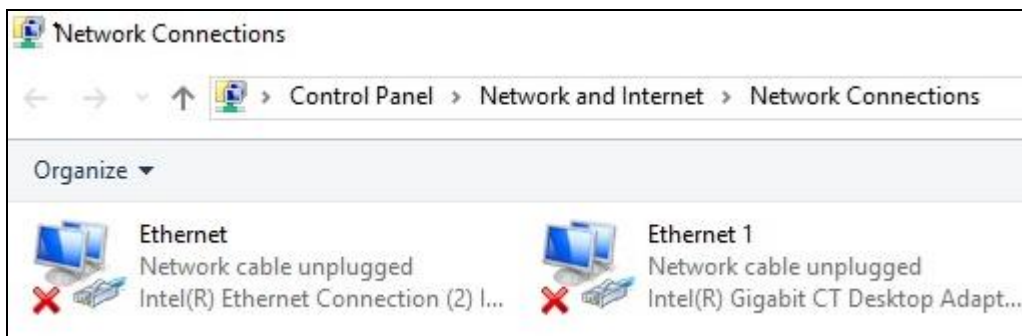
**Local Area Connection 2**  
**Default IP: 192.168.0.201**

To change the static IP addresses or to enable a dynamic IP address, follow the steps below.

1. Right-click the **Network** icon  on the right-hand side of the taskbar and select **Open Network and Sharing Center**.



2. Click **Change Adapter Settings** from the left-hand side menu of the Network and Sharing Centre window.
3. Under Network Connections, select a network connection you want to configure its IP address.



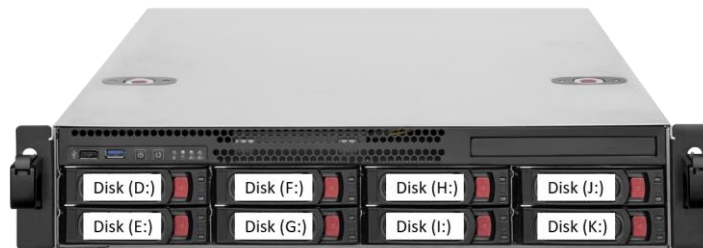
4. Select **Internet Protocol Version 4 (TCP/IPv4)** and then click **Properties**.
5. Select **Use the following IP address** and type the new IP information in the fields or select **Obtain an IP address automatically** to enable dynamic IP address.
6. Click **OK** to finish the setting.

## Chapter 5 Set Up the Video Storage Location

### 5.1 Formatting the Hard Drive

Be sure to install each of your hard drives separately for formatting. Do not install and format more than one hard drive at a time.

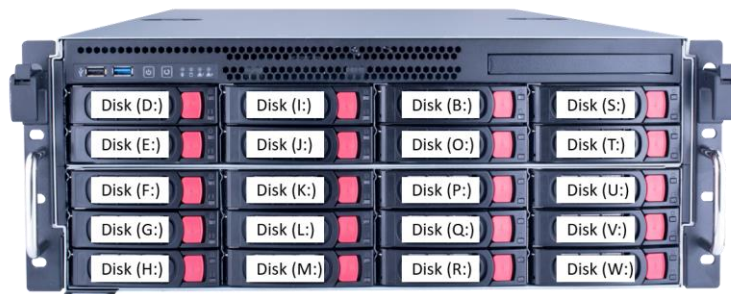
Depending on the model of your choices, install and format the hard drives in alphabetical order as indicated below.



8-Bay Models



12-Bay Models

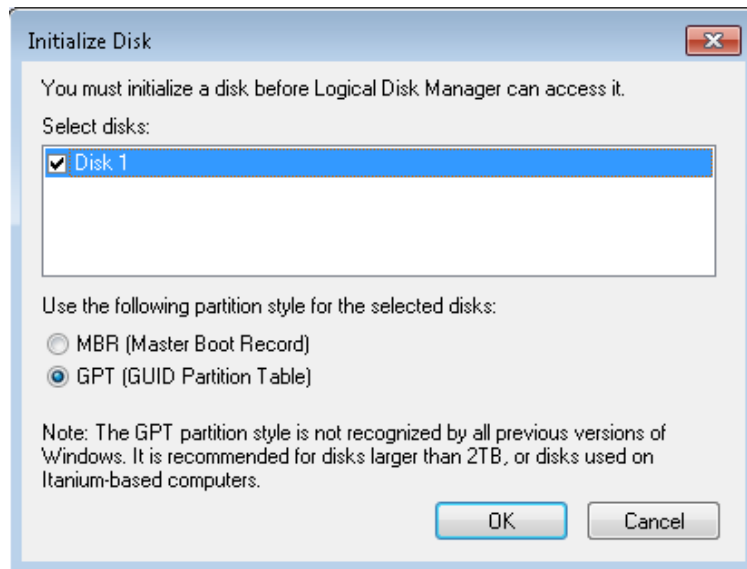


20-Bay Models

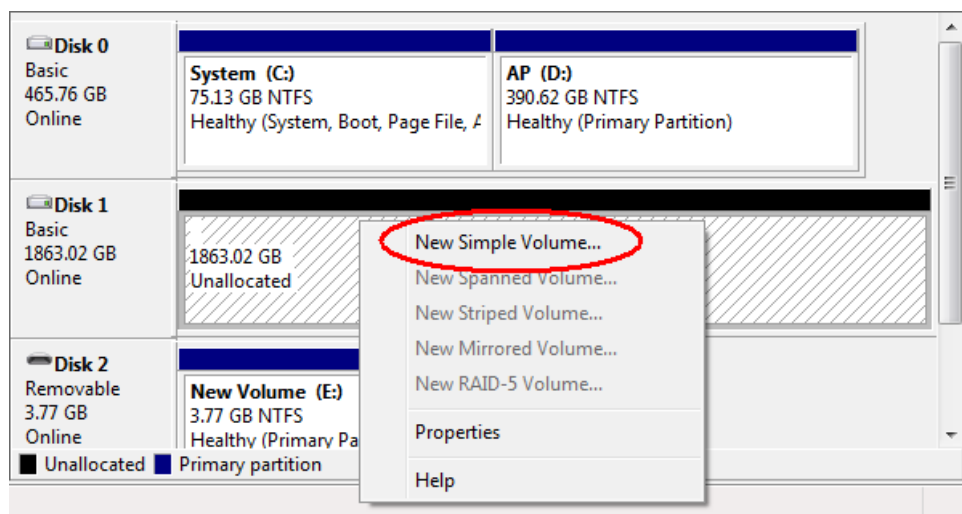


To format a hard disk:

1. Right-click **This PC** on your desktop, select **Manage**, and select **Disk Management** when the Computer Management window appears.
2. On the main page of Disk Management, the Initialize Disk dialog box appears for the new drive. Click the created disk and select a partition style.

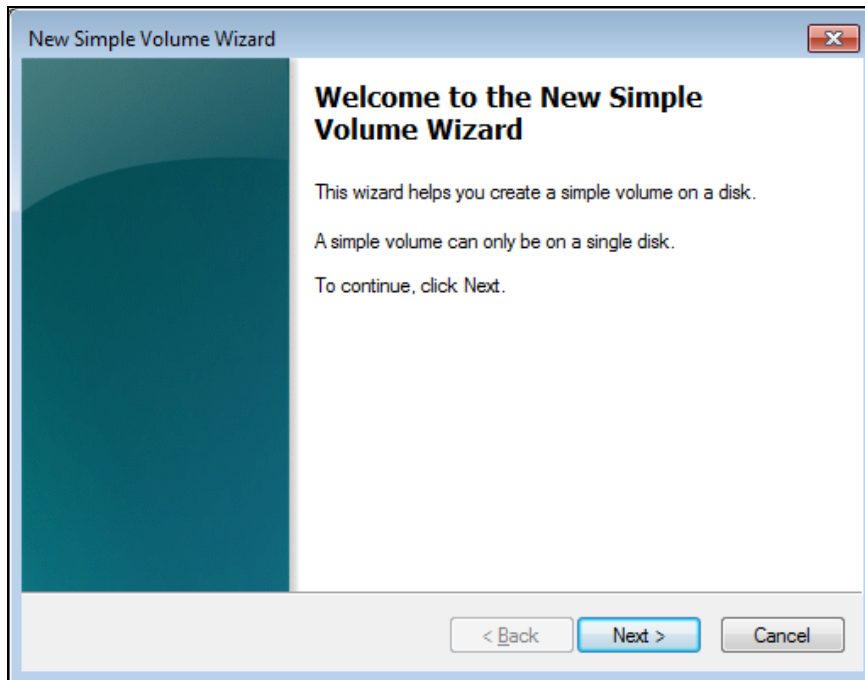


3. Click **OK**. The created disk is successfully initialized.
4. On the main page of Disk Management, right-click in the unallocated space of a new drive and select **New Simple Volume**.

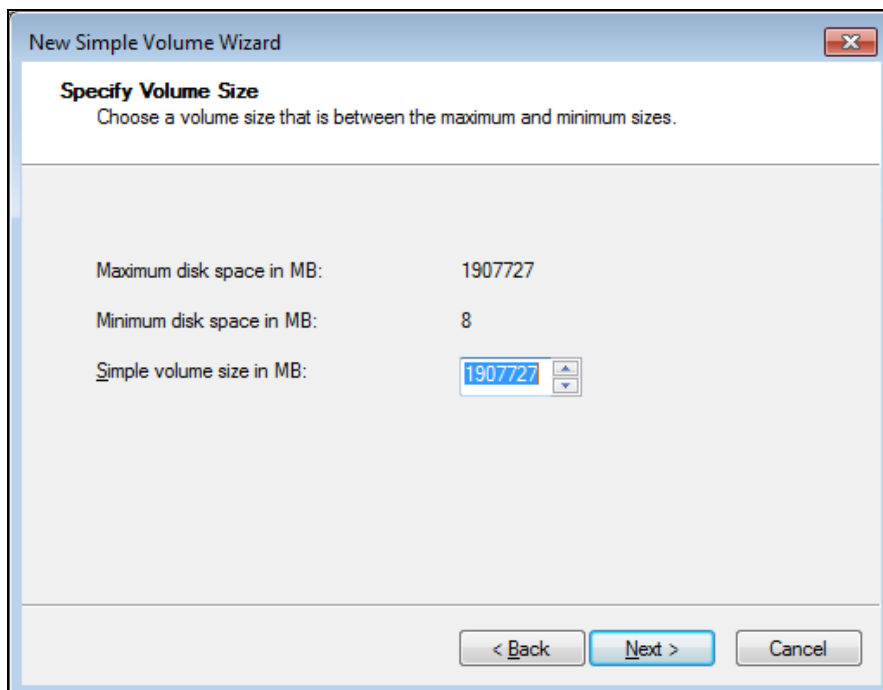


## 5 Set up the Video Storage Location

5. The New Simple Volume Wizard appears. Click **Next** to continue.



6. The default partition size is the same as the maximum disk space. Make changes if necessary. Click **Next** to continue.

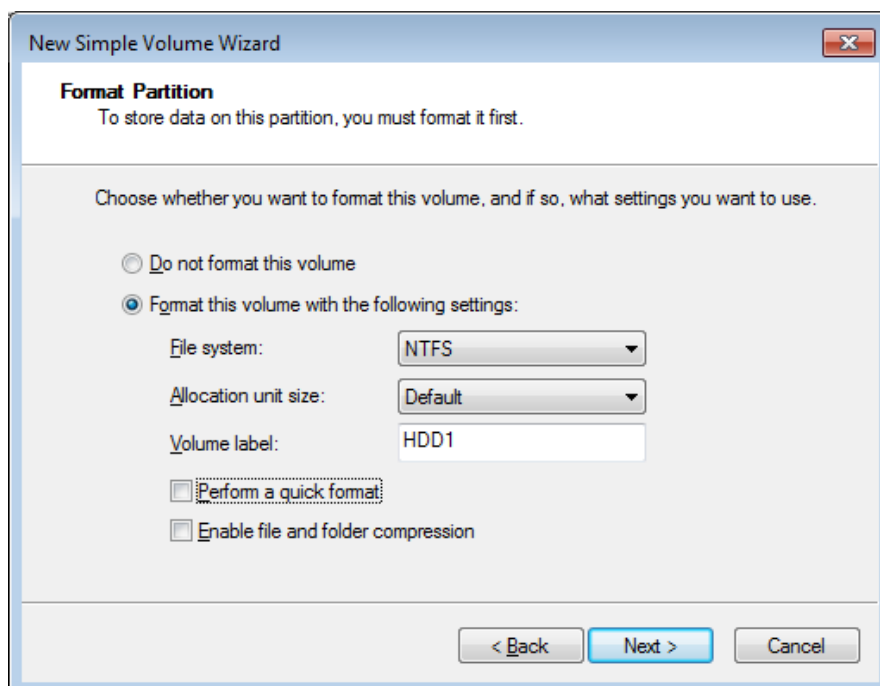


7. Assign a drive path that is not in use by other devices, and click **Next** to continue.



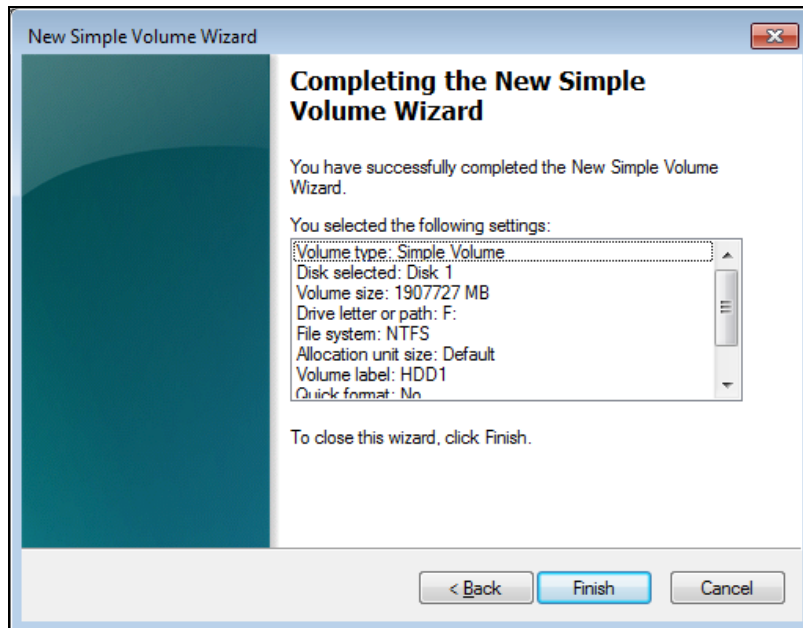
**Note:** The default drive path starts from **D:\**.

8. Type a name in the **Volume label** box, ex. HDD1, and click **Next** to continue.

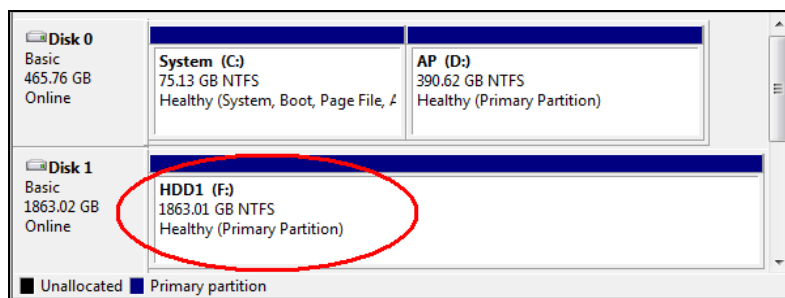


## 5 Set up the Video Storage Location

9. When the formatting is complete, click **Finish** to close the wizard.



10. When the drive is successfully initialized, partitioned, and formatted, its status description should display "*Healthy*."



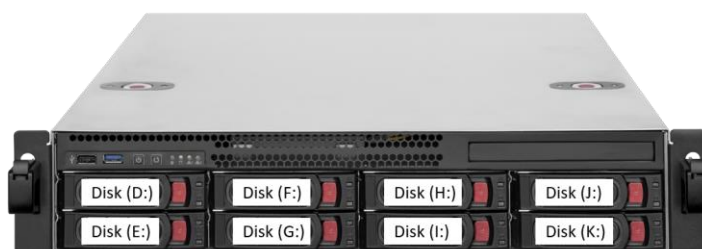
## 5.2 Setting Up the Video Storage Location

To achieve stable recording performance, you need to divide your hard disks into 8 / 12 / 16 storage groups and each group will be assigned with an equal number of cameras.

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**Note:** Be sure to follow the hard drive installation of 20 / 12 / 8-bay models as below. See 5.1 *Formatting the Hard Drive* for details.

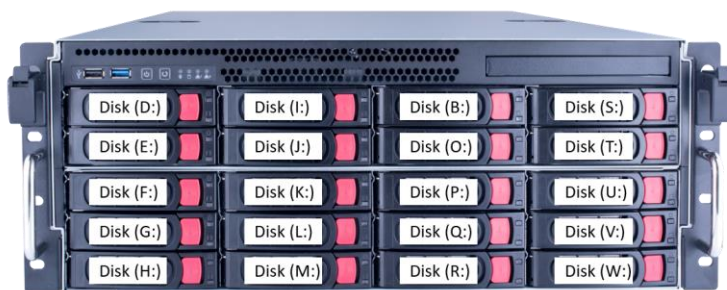
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8-Bay Models



12-Bay Models



20-Bay Models

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For the users of **GV-Hot Swap VMS System**, create **8 / 12 / 16** (for receiving 256 channels) **storage groups** and assign the specified hard drives and camera channels in the storage group according to the tables below. Take the 4U 20-bay for receiving 256 channels as an example, you should assign hard drives D and T to **Storage Group 1**, and then assign cameras 01-16 to be recorded in **Storage Group 1**.

## 5 Set up the Video Storage Location





### Storage arrangement for receiving 256 channels

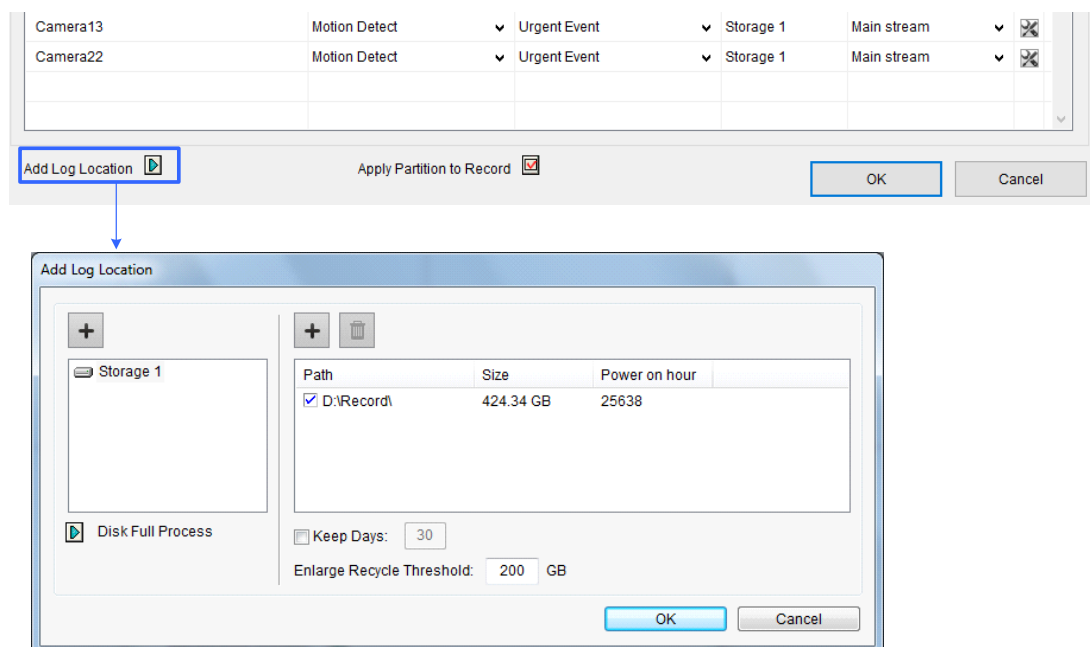
4U 20-bay	Storage Group 1	Storage Group 2	Storage Group 3	Storage Group 4	Storage Group 5	Storage Group 6	Storage Group 7	Storage Group 8
	D	E	F	G	H	I	J	K
	T	U	V	W				
1~128-channel	Camera 01-16	Camera 17-32	Camera 33-48	Camera 49-64	Camera 65-80	Camera 81-95	Camera 96-112	Camera 113-128
4U 20-bay	Storage Group 9	Storage Group 10	Storage Group 11	Storage Group 12	Storage Group 13	Storage Group 14	Storage Group 15	Storage Group 16
	L	M	N	O	P	Q	R	S
129~256-channel	Camera 129-144	Camera 145-160	Camera 161-176	Camera 177-192	Camera 193-208	Camera 209-224	Camera 225-240	Camera 241-256



2U 12-bay	Storage Group 1	Storage Group 2	Storage Group 3	Storage Group 4	Storage Group 5	Storage Group 6
	D	E	F	G	H	I
1~132-channel	Camera 01-22	Camera 23-44	Camera 45-66	Camera 67-88	Camera 89-110	Camera 111-132
2U 12-bay	Storage Group 7	Storage Group 8	Storage Group 9	Storage Group 10	Storage Group 11	Storage Group 12
	J	K	L	M	N	O
133~256-channel	Camera 133-144	Camera 155-176	Camera 177-198	Camera 199-220	Camera 221-242	Camera 243-256

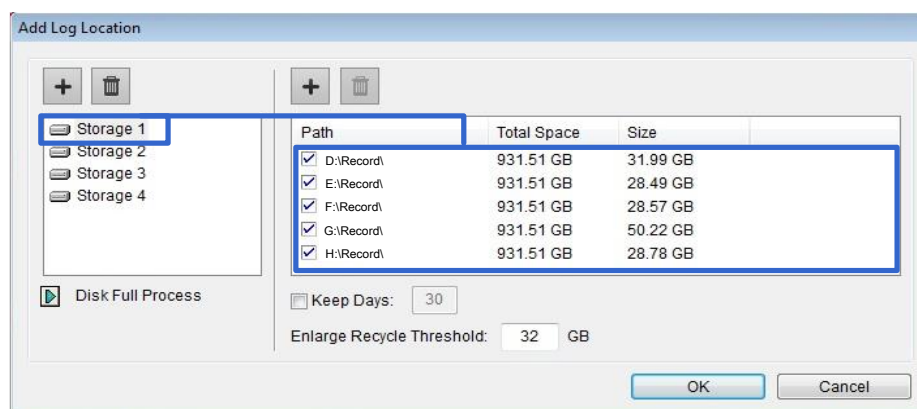
2U 8-bay	Storage Group 1	Storage Group 2	Storage Group 3	Storage Group 4	Storage Group 5	Storage Group 6	Storage Group 7	Storage Group 8
	D	E	F	G	H	I	J	K
1~256-channel	Camera 01-32	Camera 33-64	Camera 65-96	Camera 97-128	Camera 129-160	Camera 161-192	Camera 193-224	Camera 225-256

To create a storage group for **GV-Hot Swap VMS System**, follow the steps below.

1. On the GV-VMS, open the Recording dialog box (**Home**  > **Toolbar**  > **Configure**  > **System Configure > Record Setting**).
2. Select a camera and click  next to **Add Log Location** to open the following dialog box.



3. To create a storage group, click the **Add** button  in the top-left corner. The first storage group is created by default.
4. To assign hard drives to a storage group, click the **Add** button  above Path and select folders to be assigned to the storage group.



5. Click **OK** to apply the settings. The Record Setting dialog box appears.
6. To assign cameras to a storage group, select the cameras and select a storage group from the **Storage** drop-down list. Note that one camera can only be added to one storage group.

## Chapter 6    Restore the System

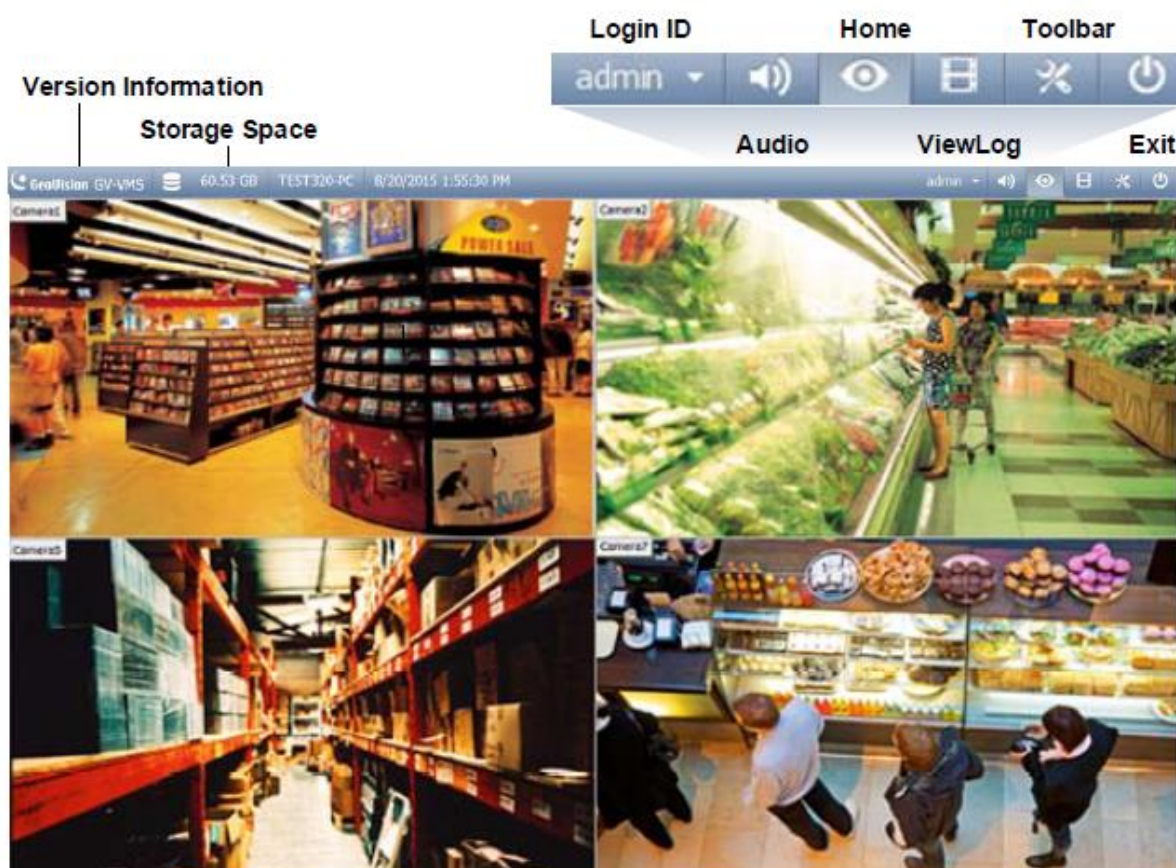
You can restore the operating system and system software back-up files using Windows Tool. Refer to the instructions [here](#).



# Chapter 7 GV-Hot Swap VMS System V6 (Rev. D)

This chapter uses GV-VMS V18 as an example. For GV-VMS V20, see [GV-VMS User's Manual V20](#).

## 7.1 Main Screen



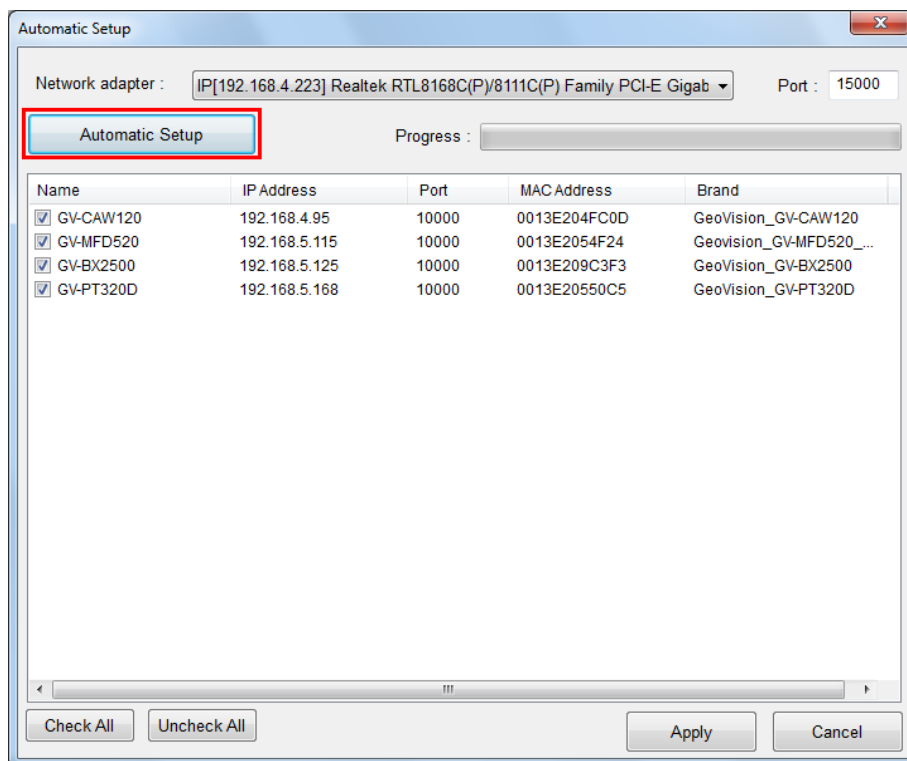
Name	Description
Login ID	Click to manage accounts and passwords for accessing GV-VMS.
Audio	Click to control the volume of your PC.
Home	Shows the live view of connected cameras.
ViewLog	Shows a timeline of recorded events for playback.

Toolbar	<p>Brings up these options when <b>Home</b> is selected:</p> <ul style="list-style-type: none"> <li>■ <b>Monitor:</b> Start / Stop monitoring, I/O monitoring and schedule monitoring</li> <li>■ <b>Network:</b> Enable Webcam Server and connection to other GeoVision software.</li> <li>■ <b>Tools:</b> Show / hide volume indicator and set up Object Index.</li> <li>■ <b>Configure:</b> Set up camera, recording, system, schedule, video processing and I/O devices</li> <li>■ <b>Content List:</b> Access live view layout, camera list, I/O device list and Panorama view.</li> </ul> <p>Brings up these options when <b>ViewLog</b> is selected:</p> <ul style="list-style-type: none"> <li>■ <b>Display Play Panel:</b> Display or hide the ViewLog timeline. This function is grayed out when the <b>Pinned</b> button is selected in the bottom-right corner.</li> <li>■ <b>Tools:</b> Manage event search, system log, event backup and event export.</li> <li>■ <b>Configure:</b> Apply video effects and text overlay during playback.</li> <li>■ <b>Content List:</b> Manage playback layout and access camera list.</li> </ul>
Exit	Brings up these options: Minimize and Exit.

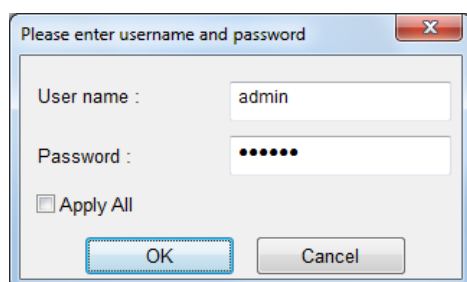
### 7.1.1 Adding IP Video Devices to GV-VMS

The **Automatic Setup** dialog box appears automatically after you power on the unit.

1. Click **Automatic Setup** to see the list of IP cameras detected on the LAN.

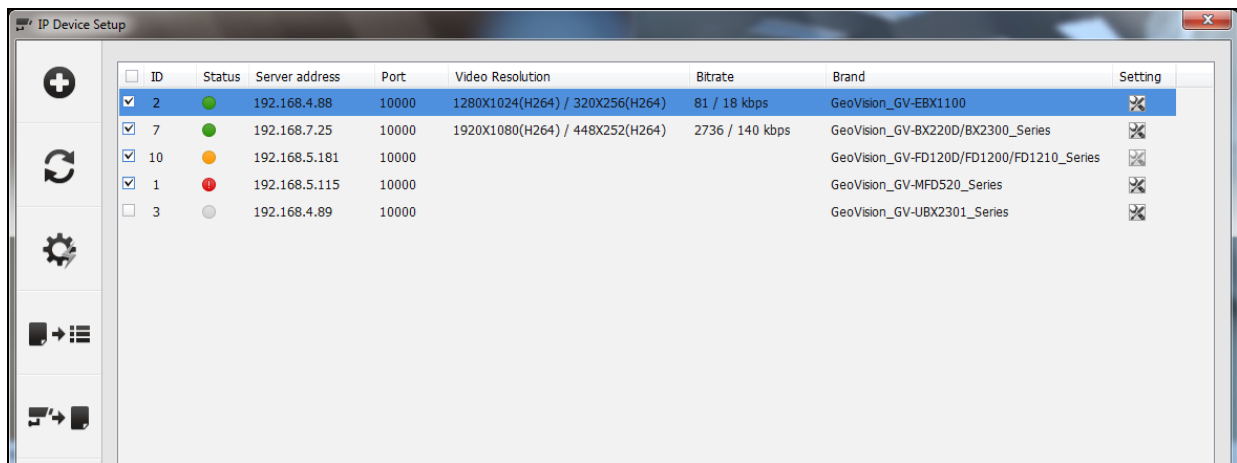


2. The default login information for cameras is **admin / admin**. Double-click the camera to type a different ID and password in the dialog box below if needed.



## 7 GV-Hot Swap VMS System V6 (Rev. D)

3. Make sure the cameras you want to add are selected and click **Apply**. The cameras added are now listed in the IP Device List.







Status icons available:

- Connected** The camera is connected.
- Connecting** GV-VMS is trying to connect to the camera.
- Connection Failed** Unable to connect to the camera. Place the cursor on the red icon to see the error message.
- Inactive Camera** The camera is inactive. Click the checkbox to connect.
- Started Monitoring** The camera is under monitoring.
- Pre-Rec Enabled** Pre-recording is enabled.

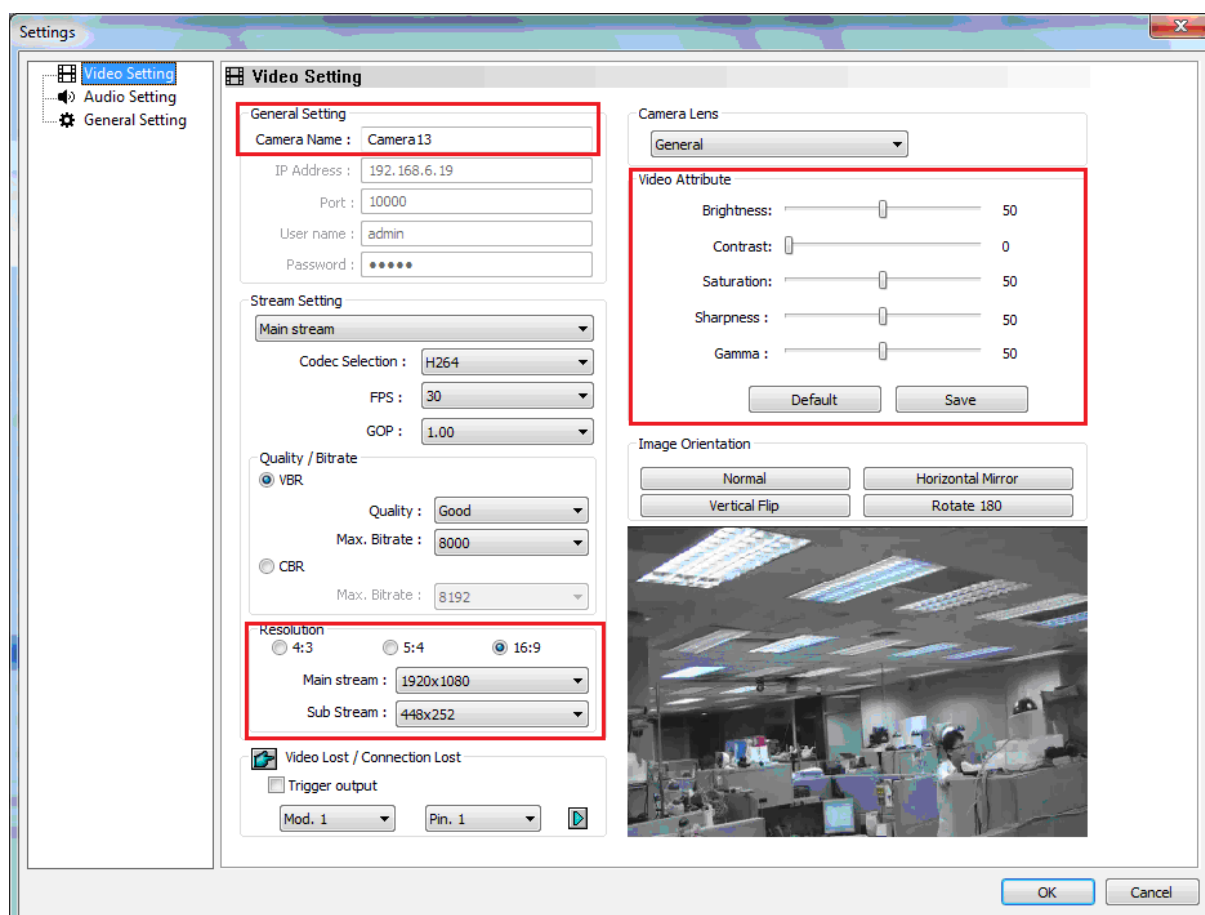
4. To adjust camera settings, click the **Setup** button of a camera.
5. Close the dialog box by clicking X on top-right corner. When adding camera for the first time, the cameras will be automatically assigned to the live view grid.

For details, see *IP Camera Setup*, Chapter 2, *GV-VMS User's Manual*.

## 7.2 Configuring Camera Setting





After the cameras are added, you can configure their settings, such as video, audio and other general settings. Click the Setup button  of an active camera in the IP Device List (**Home**  > **Toolbar**  > **Configure**  > **Camera Install**).

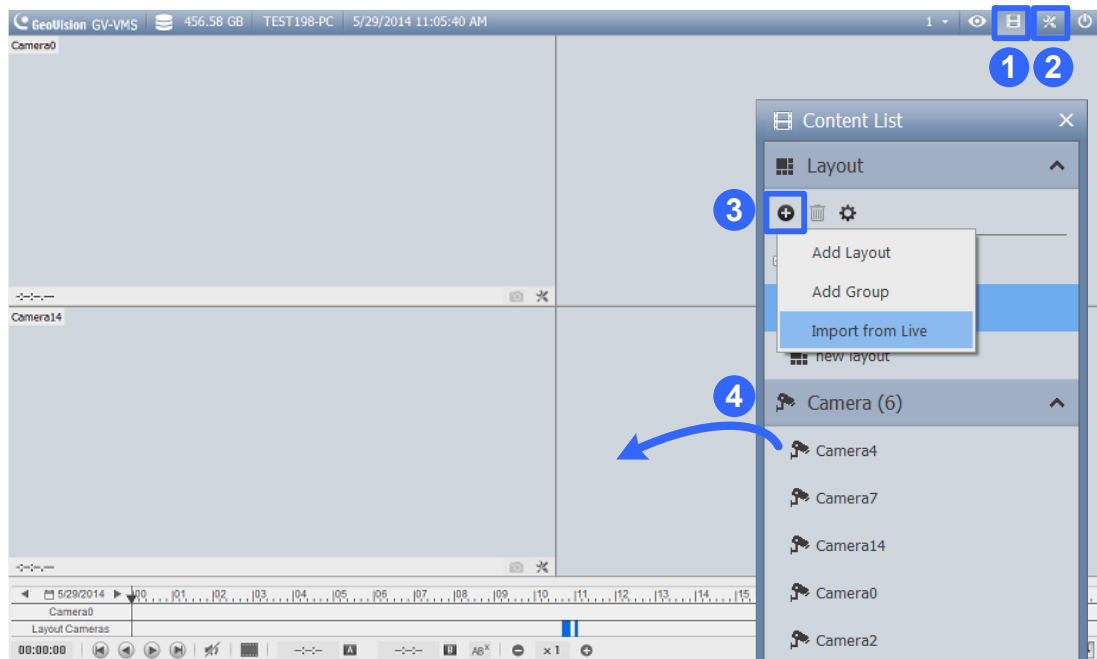
In the Video Setting, you can change the camera name, the display ration and resolution of the videos and adjust video attributes.



For details, see *Configuring Individual IP Cameras*, Chapter 2, *GV-VMS User's Manual*.

## 7.3 Playing Back Recorded Videos

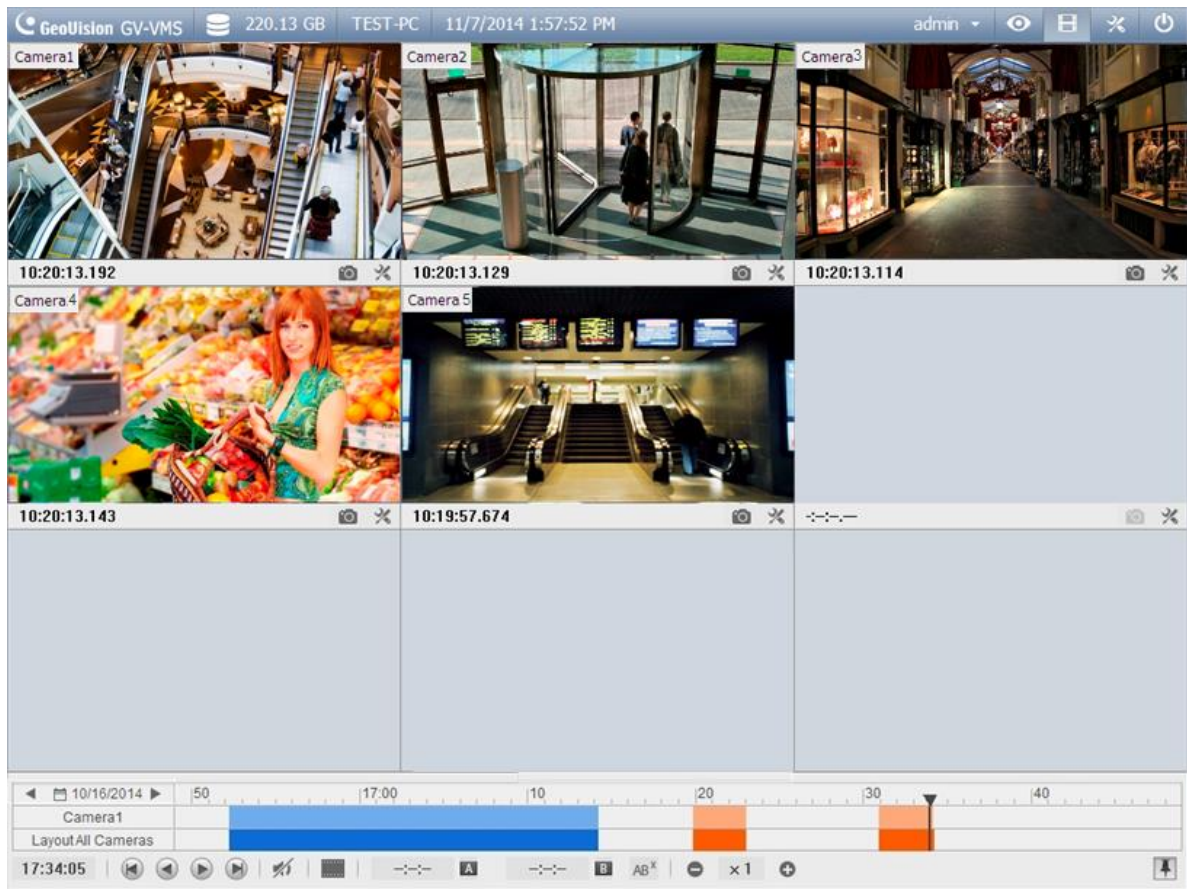
1. To access recorded videos, click the **ViewLog** icon  in the top-right corner.
2. Open the Content List by clicking **Toolbar**  and selecting **Content List** .
3. Click **Layout** in the Content List, click the **Add** button , and select **Add Layout** to create a new layout or select **Import from Live** to import existing layouts from live view.
4. You can also drag camera you want to play back onto the playback screen from the Content List if needed.



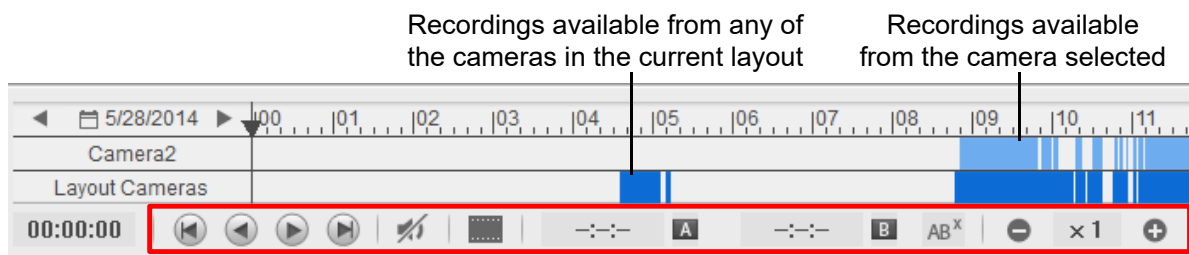
5. On the left of the timeline, select a date.



- Click on the timeline to select a time with video recordings. You can scroll the mouse to zoom in and out on the timeline.



- Use the playback control buttons to play back recordings. Place the cursor on the buttons to see the name of the function.



For details, see *Video Playback*, Chapter 4, *GV-VMS User's Manual*.



## 7.4 Backing Up Recorded Videos

1. In ViewLog, click **Toolbar** , select **Tools**  and select **Backup**. The Backup dialog box appears.
2. Follow steps 3 to 9 in section 6.4 *Backing Up Video Files* earlier to back up files.

For details, see *Backup, Deletion and Repair*, Chapter 5, *GV-VMS User's Manual*.