

# Milestone Technical Configuration Level 1

## Training workshop agenda



Note: Each attendee must bring a laptop with wireless connectability, a modern browser capable of accessing the internet. Additional technical equipment information is on page 6.

## Target audience

Field technicians who are responsible for installing and configuring video surveillance systems are encouraged to attend this workshop.

## Workshop description

In the Technical Configuration Level 1 training workshop, participants will learn how to install and configure the XProtect® Corporate VMS to specifications for realistic scenarios.

During the workshop, participants act as Integration Technicians to install the different XProtect Corporate VMS components to accommodate a customer's business needs. This includes detailed steps on how to configure various hardware, product specifications, and real-world requirements. At the end of the workshop, participants will set up a new XProtect Corporate VMS using a detailed specification.

Attending this workshop helps prepare participants to take the [Milestone Certified Integration Technician \(MCIT\) online assessment](#).

The course duration is three full working days, 9 am to 5 pm, with a total seat time of 18 hours. Coffee and other refreshments are provided throughout the day and lunch is provided.

## Workshop format

This three-day training workshop consists of a series of hands-on exercises that help participants configure features of the Milestone XProtect Corporate VMS to address realistic scenarios.

Step-by-step instructions guide attendees as they work to install, configure, and demonstrate core features of the Milestone XProtect Corporate VMS. Discussion topics address common solutions.

Participants leave with a detailed sequential checklist and annotated notes to help transfer their knowledge to the field.

## Prerequisites

To be successful in this workshop, you should first complete the [Milestone Technical Configuration Level 1 Pre-workshop Orientation](#), and the [Integration Technician training track](#).

The training track is a group of free eLearning courses we recommend for field technicians who are responsible for installing and configuring moderately complex video surveillance systems. Additional training track information is available in the eLearning section of the [Milestone Partner Learning Portal](#).

## Technical equipment

To maximize the learning experience, network components, cameras, and accessories are provided for use by each participant during the workshop.

Each participant is **required** to bring a laptop for accessing the training server for the hands-on exercises. The laptop must meet all the minimum specifications listed on the last page of this document.

## Workshop materials

Each attendee will receive the following materials in class:

- Milestone Technical Configuration Level 1 Exercise Handbook
- Milestone Technical Configuration Level 1 Deployment Checklist
- Milestone Technical Configuration Level 1 Deployment Best Practice Guide

## Documents and credits

When the workshop concludes on the third day, a completion document will be available to download and print in the participant's Milestone Learning Portal profile. This document can be submitted to Building Industry Consulting Service International (BICSI) for up to 18 Continuing Education Credits.

## Agenda (3 days)

### Day 1:

- System Component Overview
- Configure the Network and Server
- Install Milestone VMS Components
- Configure the Acme Retail HQ Recording and Storage Settings
- Add Devices to the Acme Retail HQ Recording Server
- Configure Hardware and Devices
- Rules Introduction

### Day 2:

- Configuring and Using Events
- Configure a Smart Wall
- Configure Roles and Users
- Define Alarms
- System Options, System Monitoring, and Log Files
- Configure Mobile server
- Interconnect™
- XProtect Server Service / Upgrade / Expansion Proficiencies

### Day 3:

- Configuring the Larsen Warehouse project
- Final presentation and project validation

## Hands-on exercises

### Case Study: Acme Retail (Facilitator-led exercises)

#### Configure the Network and Server

- Document the network settings
- Configure your laptop to connect to the network
- Download the class material from the trainer's server
- Open a Remote Desktop Connection to your server
- Adjust the time zone of your server to match the time zone of your laptop
- Verify Microsoft SQL server access and permissions

#### Install Milestone XProtect Advanced Components

- Install the Management Server to your Server
- Verify that the Management Server is running
- Download and install the Milestone Mobile Server
- Verify that the Mobile Server is running
- Install the Recording Server to your Server
- Download and install the Management Client to your laptop
- Download and Install the Smart Client to your laptop

#### Configure the Acme Retail HQ Recording and Storage Settings

- Open the Management Client and log in to the Server
- Review license information
- Configure the Default Storage Settings for the Classroom
- Configure the Storage Settings for the Acme Retail HQ Recording Server
- Add archive settings for the Acme Retail HQ Recording Server
- Extend retention and grooming for the Acme Retail HQ Recording Server

#### Add Devices to the Acme Retail HQ Recording Server

- Add devices, create device groups, and assign devices to default groups
- Add a Direct Show device with manual scanning
- Add a video file to a Direct Show device
- Install the XProtect Screen Recorder on your laptop
- Add the Screen Recorder as device
- Create additional device groups
- Add devices to camera groups

#### Configure Cameras

- Configure camera settings and define video streams
- Configure Recording settings
- Configure a Privacy mask
- Configure 360° Lenses
- Create Motion Detection
- Configure the Microphone to retain recorded audio for only 24 hours
- Configure inputs and outputs

## Rules Introduction

- Deactivate the Default Record on Motion Rule
- Create the rule: RECORD — On motion on indoor cameras
- Create the rule: RECORD — Always on outdoor cameras
- Create the rule: FRAMERATE – Keyframe normal, full FPS on motion on outdoor cameras
- Verify the Frame rate rule is working
- Create new rule: RECORD AUDIO — from admin reception front door on doorbell activated
- Add a Time Profile
- Add a Day length Time Profile
- Edit Rule: FRAMERATE — Keyframe normal, full FPS on motion on outdoor cameras outside work hours

## Configuring and Using Events

- Add a User-defined Event
- Add a Generic event

## Configure a Smart Wall

- Create and Name a Smart Wall
- Add Monitors to the Admin Office Security Room Smart Wall
- Specify the Smart Wall monitor layout
- Create Smart Wall Presets
- Create new rule: SMART WALL— Show Cameras with Motion on left monitor
- Create new rule: SMART WALL — Trigger Lockdown preset on Lockdown User Defined Event
- Create new rule: SMART WALL — Text notification on robbery in Store #1

## Configure Security

- Create Security Staff and Users roles
- Define overall security settings for a role
- Add a Basic user to a role
- Verify the roles of Admin reception
- Add Smart Client Profiles
- Assign profiles to roles
- Create Evidence Lock Profile and add it to a role

## Define alarms

- Configure a Device Failure alarm
- Add Alarm Sound Settings
- Add categories to the alarm data settings
- New Alarm: Admin Office Door Bell
- Verify speakers are associated with a camera
- Smart Client: Create a 1 x 1 view and Make Overlay Buttons
- Verify alarm in Smart Client

## **System options and monitoring performance**

- Specify general VMS settings
- Set Options for the Mail Server
- Create a Notification Profile
- Create additional notification rules
- System performance and alerting
- Customize the System Monitor
- Use the manual to identify the log files
- Check System Log
- Change Server Log Options
- Validate log events

## **Configure Mobile Server**

- Configure a Mobile Server
- Connect to the Mobile Server
- Set up and verify video push

## **Interconnect**

- Verify Smart Client Access to a Remote System
- Add an Interconnected System
- Modify a rule to trigger on an event from the interconnected system

## **XProtect Server service/upgrade/expansion proficiencies**

- Run a Configuration Report
- Save and Load a configuration backup
- Configure the Download Manager
- SQL tools and maintenance

## Participant equipment requirements

Each participant in the Milestone Technical Configuration Level 1 workshop is required to bring a laptop for the hands-on exercises. All other equipment will be supplied by the workshop provider.

Your laptop must meet the minimum requirements specified below.

### Minimum system requirements for participant laptops

**64-bit** Windows Operating System (32-bit versions are not supported)

- Windows 7 SP1 (Professional, Enterprise, Ultimate)
- Windows 8 / 8.1 (Pro, Enterprise)
- Windows 10 (Pro, Enterprise)
- Windows Server (2012, 2012r2, 2016)

Intel® Core 2™ Duo (or comparable processor), minimum 2.4 GHz or higher

Minimum 2 GB RAM

Minimum 8 GB free hard disk space

Ethernet port or dongle for USB-to-RJ45

### Required software

- Microsoft .Net 4.6 or newer
  - o [Click here](#) to download .NET Framework 4.7
- DirectX 9.0 or newer
  - o To check which DirectX version is installed on a computer, click **Start**, select **Run...** and type **xdiag**. When you click **OK**, the **DirectX Diagnostic Tool** window opens. Version information is displayed near the bottom of its **System** tab.
  - o Latest version available from <https://www.microsoft.com/en-us/download/details.aspx?id=35>

### User rights access

- You must be able to install new programs on the machine.
- You must be able to change network settings.
- You must be able to change firewall settings.

It is highly recommended you bring an external mouse.