PRODUCT:	**Kestrel – User Management**
ITEM CODE:	

This guide will instruct you on making changes to the users for your DVR/NVR. The Kestrel DVR/NVRs come with default users Guest and Admin, which by default do not have a password. However, you may wish to make the unit secure or make changes to suit different users.

What you will need:

1. DVR
2. Monitor
3. Mouse

Adding a user:

Different users can be set up on the unit which you can customise to have different levels of access and permission, you will also be able to see which user has been logged on, at what time, and the actions they have taken on the system log.

1. On the DVR, **Right click** and select the option for **Main Menu**.
2. Once in the Main Menu then select the **Account**
3. Select Add User, you will then be asked to fill out the below fields, once complete press ok to add your new user:

- Name: This is the name of the user.
- Reusable: This determines if the user can be logged on multiple times, i.e. using the app and DVR at the same time.
- Password: This will be the password for the unit.
- Confirm: This will require you to re-enter your password to make sure it is correct.
- Memo: This is for any notes on the account if you need them.
- Authority: These are the different actions and permissions this account can take, you can select and deselect depending on how much accessibility you want this user have.

Deleting a user:

Sometimes a user account is no longer required, or you no longer wish to have that user on the system, in this case you will need to delete the user.

1. On the DVR, Right click and select the option for Main Menu.
2. Once in the Main Menu select the Account option.
3. Select the Delete button next to the user you wish to remove.
4. Press OK to confirm deletion.

Changing a Password:

Sometimes you may wish to make an account more secure or make the password more memorable, you can modify the password for existing accounts below:

1. On the DVR, Right click and select the option for Main Menu.
2. Once in the Main Menu then select the Account option.
3. Click the Modify Password icon next to the account you wish to change the password for.
4. In the Old box, enter the existing password for this account.
5. Enter your new password in the New box and then repeat again in the Confirm box.
6. Press Save to change the password.