



# MxSoftPanel

This quick guide covers the initial operation and introduces the most important features.





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# 1

## Initial Operation and Configuration

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## Initial Operation

Make sure that the door station and the cameras are using a camera software release 4.4.0.31 or higher. If this is not the case, upgrade to the most recent software. See “Compact Guide: Firmware Update” under **www.mobotix.com > Support > Manuals > Software > Compact Guide** for more information.

## Installing MxSoftPanel

### System Requirements

- **Mac OS X:**

Mac OS X 10.8 or higher, processor with at least 2 GHz, min. 2 GB RAM, graphics adapter with OpenGL V2.1 support.

- **Windows:**

Windows 7 Service Pack 1 or higher, processor with at least 2 GHz, min. 2 GB RAM, graphics adapter with OpenGL V2.1 support.

Download the latest release from the MOBOTIX website: **www.mobotix.com > Support > Software Downloads > MxSoftPanel**.

**Note:** If your door station has already been set up, you can skip the following section.



## Adding a Door Station

If you want to use the MxSoftPanel as an intercom for a door station, the door station must have been set up beforehand. Setting up the door station follows the steps outlined in Chapters 2 to 4 of the “T25 System Manual Part 2”. The T25 System Manual is available at **[www.mobotix.com](http://www.mobotix.com) > Support > Manuals > IP Video Door Station**.

Overview over the most important steps:

### 1. Power and Network

Make sure that all devices are connected to the network and that the power supply has been established.

### 2. Execute Auto Configuration

Carry out the auto configuration at the door station (see section 2.1.3 in the “T25 System Manual Part 2”). When using several door stations, choose one door station as a master and then carry out the auto configuration on that door station. The auto configuration is completed by entering the Super PIN at the access modules (KeypadRFID or BellRFID).

### 3. Configure Access Modules

The access modules of the system will now be set up one by one. This includes training the RFID cards, entering the contact/people/PIN numbers (if applicable) and configuring the bell buttons on the BellRFID modules (see sections 2.2 and 2.3 in the “T25 System Manual Part 2”).

## Adding Door Stations and Cameras to MxSoftPanel

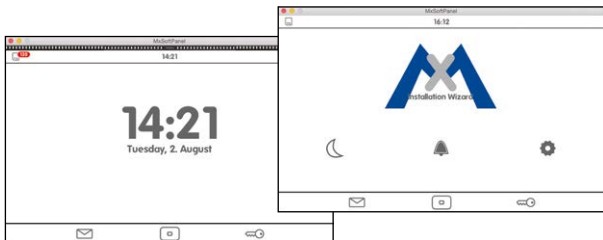
If the initial setup of the door station has been completed, you can add the door stations and cameras to the system.

### 1. Start MxSoftPanel

Integrate the computer with the MxSoftPanel installation into the network with the MOBOTIX door stations and cameras and start the application.

### 2. Open the Installation Wizard


After starting MxSoftPanel, it automatically shows the date and time in stand-by mode. Click on the application to start the Installation Wizard.







### 3. Complete the Installation Wizard




Click on  in the upper right corner and complete the dialogs by specifying the following information:

- **Language:**

The factory default language is English. Select the desired language. This will change the language of the user interface as well as the default mailbox messages.

- **Camera List:**

Add the desired door stations and/or cameras:

- Click on  and then on  to start the automatic search for cameras and door stations. MxSoftPanel will list all video sources it is finding.
- Select the video sources you want to add (use CMD-click on a Mac or CTRL-click on Windows to select several cameras), then click on .
- Enter the camera access data (user name and password of a camera administrator).

**Important:** You have to enter the Super PIN (the number you entered during auto configuration) as the password for the door stations.

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- **Camera Configuration**

Use this dialog to deactivate the auto configuration and define any installed door sensors and door lock sensors on all door stations. You should activate recording on all cameras and door stations and adjust the remaining settings to match your requirements.

- **Assign Bells**

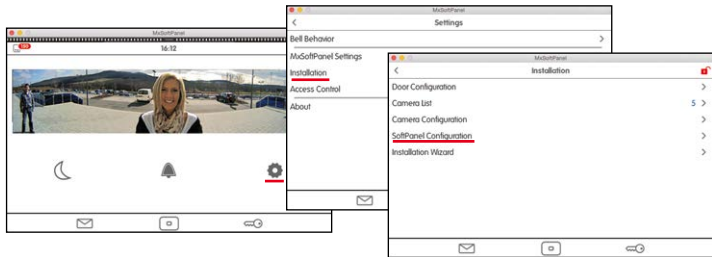
MxSoftPanel recognizes the bell buttons of the connected door stations and lists the buttons for each door station. Select the bell buttons that should trigger the doorbell at this MxSoftPanel by activating the corresponding sliders.

Click on ✓ to close the Installation Wizard.



## Setting Up MxSoftPanel

Next, configure the MxSoftPanel. Click on **Settings > Installation > SoftPanel Configuration** in the main menu to do so.



### Assign Bells

If you did not assign the bell buttons in the Installation Wizard, you should do this now (see above).

## Protect Functions

It is possible to protect (i.e., lock) specific functions or even all functions. To do so, activate the sliders of the corresponding functions. Once protected, the users can access these functions only after entering a PIN. To assign the rights for executing specific functions for users and their PINs, open the **Access Control** dialog (see section **Access Control**).



## Change the Administrator PIN

By default, the administrator PIN has been set to “0202”. If you want to change this PIN, open the SoftPanel Configuration, click on **Administrator**, enter the factory default PIN and then enter the new PIN.



## Copy Settings

Using MxSoftPanel, you can also copy the settings of an MxDisplay device that is running in the same network. To do so, open the SoftPanel Configuration and click on **Manage Settings > Get from**. Select the desired MxDisplay device.







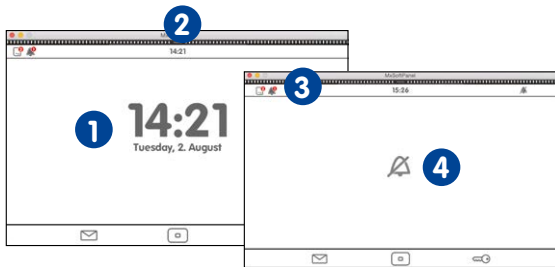
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## MxSoftPanel – Overview

## At a Glance

MxSoftPanel automatically shows the date and time in stand-by mode after starting. In stand-by mode, you see at one glance:

- 1 The time and date of the operating system.
- 2 The current temperature of the selected sensor.
- 3 If, when and how many visitors have rung the doorbell and how many events have occurred. Click on the corresponding icon to open the event overview, which lists the event images according to their type.
- 4 The bell muting status. In this case, the display alternates between the bell status and stand-by mode.












## Shortcuts of the Stand-By Mode

If the MxSoftPanel is in stand-by mode, you can click or click and hold the different buttons and icons to **quickly** access the following functions without having to open the corresponding menu.

	Click on Home button	Open main menu
	Click and hold Home button	Open screensaver settings
	Click on Letter button	Open mailbox event list
	Click and hold Letter button	Open event overview
	Click on Key button	Open Live view of first camera in camera list
	Click and hold Key button	Open door of connected door station
	Click on application	Open main menu
	Click on application and hold	Open date and time settings
	Click on Event icon	Open event overview
	Click and hold Event icon	Set event filter

## The Main Menu

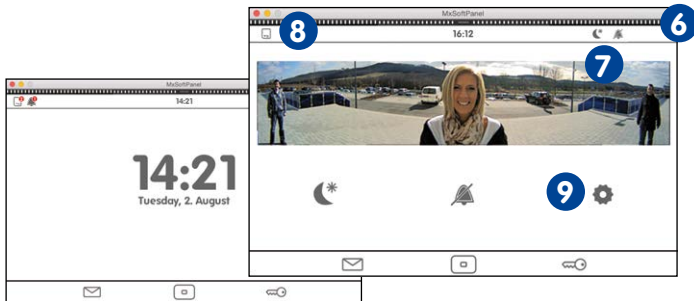
From stand-by mode, you can enter the main menu either by clicking on the application **1** or on the Home button **2**.

In the main menu, you can activate the **Do not disturb** function **3** (for all applications of the system) and the **Mute bell** function **4** (only for this installation). In addition, the main menu shows the reference image **5** of the first camera in the camera list.











You can select cameras from the camera bar **6** by opening the bar and clicking on the camera you want to see. **7** shows the different camera statuses, **8** indicates new events and clicking on **9** opens the settings. The **Settings** include the basic settings as well as all settings required in daily use – from bell behavior to camera configuration and access control.



## Shortcuts of the Main Menu







The main menu also provides **shortcuts** to different functions by clicking or clicking and holding the different buttons and icons.

	Click on Home button	Stand-by mode
	Click and hold Home button	Create custom view(s)
	Click on Letter button	Open mailbox event list
	Click and hold Letter button	Open event overview
	Click on Key button	Open Live view of first camera in camera list
	Click and hold Key button	Open door of connected door station
	Click on Event icon	Open event overview
	Click and hold Event icon	Set event filter
	Click on Moon icon	Activate "Do not disturb"
	Click and hold Moon icon	"Do not disturb" function: Configure ringing
	Click on Bell icon	Mute bell
	Click and hold Bell icon	Open audio settings



## The Camera Bar

The camera bar shows the preview images of all connected door stations and cameras. You can operate one camera using the controls while still keeping an eye on the other cameras. The controls have the following meanings:

-  : Open door
-  : Switch lights
-  : Activate walk-through message: If the walk-through message is active, a sound plays when a door opens that has a door sensor.
-  : Open mailbox messages
-  : Open event list
-  : Open Player

The camera bar is available in stand-by mode and in the main menu. Pull down the bar (see arrow) to see the camera bar. If you click into one of the preview images, the view changes to show the live image from the corresponding camera (see section **The Live View**).



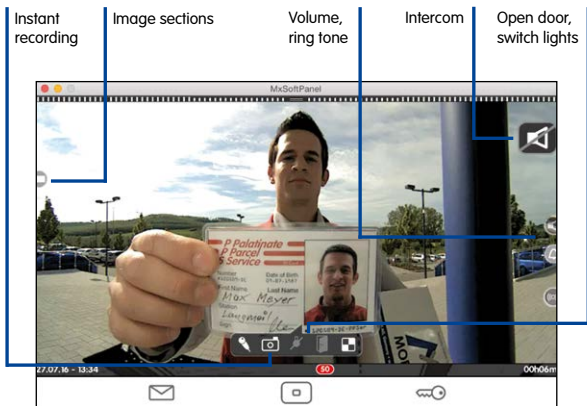
## The Live View

To see the live view of a camera, you can either click on the camera image in the main menu **1** or you can pull down the camera bar **2** and click on the image of the desired camera **3**.





The live view shows the live image of the selected camera; you can use the sliders to control the camera: change the speaker volume, select preconfigured image sections, adjust the volume of the ring tone, adjust the ambient noise level, start a snapshot recording, talk to visitors at the door, open the door and switch the lights. To show the controls, click on the camera image.



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## Live: Door Bell is Ringing

A ringing door bell will immediately show the live image of the door camera with an icon to start the conversation.

## Live: Intercom, Opening Doors and Switching Lights

To speak to a visitor at the door, click on the large speaker icon. This activates the door intercom. If you do not want the visitor to hear you, click on the live image to see additional icons, then click on the microphone icon. To close the audio connection, click on the speaker icon. To open the door, click on the Door icon and to switch the lights, click on the Light icon (if this camera can switch lights).

## Live: Selecting Other Cameras and Detail View

Click on the Key button to show a different camera. Double-clicking into the live image shows an enlarged detail view. A second double-click returns to the regular view.





**Note:** The camera list can show other cameras than the cameras you see when clicking on the Key button. Open the camera list, click and hold the Home button to define the contents of the camera list as well as the “favorites” that are shown when clicking on the Key button.





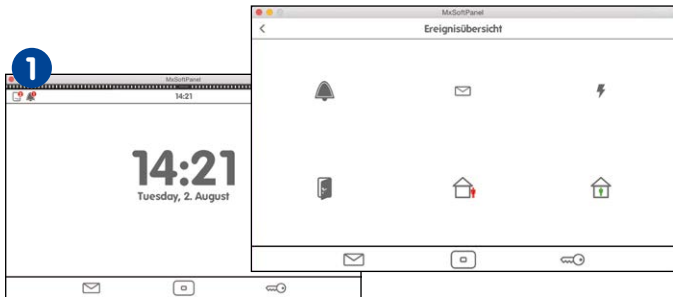
## Shortcuts of the Live View

The Live view also provides **shortcuts** to different functions by clicking or clicking and holding the different buttons and icons.

	Click on Home button	Stand-by mode
	Click and hold Home button	Open camera configuration
	Click on Letter button	Open mailbox event list
	Click and hold Letter button	Open event overview
	Click on Key button	Go to next camera live image
	Click and hold Key button	Open door of connected door station
	Click on view	Show controls

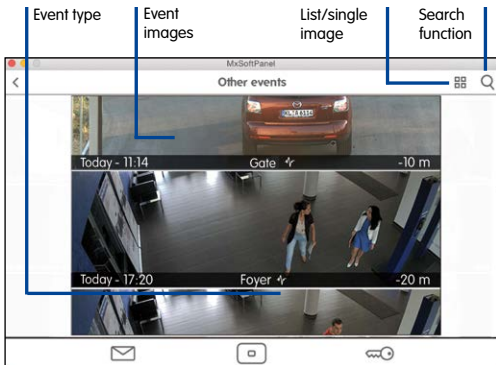
## Event Overview and Event Lists

New events (missed ringing and all other events) are indicated by a red counter **1** on the event icons in the top left corner of the application. Click on the icons to open the event overview. The event overview shows all events grouped by event type: Ringing, mailbox messages, all other events, door opened, access denied and access granted.










A red counter at the event type indicates the number of new events detected. Click on the event type to show the event list. It displays the recorded events with a preview image, the date and time of the event and the camera name. Note that you can show the event images not only as a list, but also as single images. To do so, click on the List/Single Image icon. You can limit the displayed event images by selecting specific cameras and time ranges. Click on the Search icon, select the camera(s) and the time range and then click on Search.



## Shortcuts of the Event Overview and the Event List

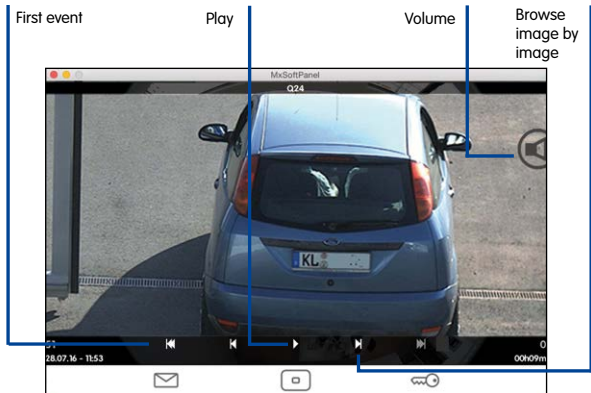
The event overview and the event list provide shortcuts to different functions by clicking or clicking and holding the different buttons and icons.

<b>Event Overview</b>		
	Click on Home button	Stand-by mode
	Click and hold Home button	Acknowledge all events
	Click on Letter button	Open mailbox event list
	Click on Key button	Open Live view of first camera in camera list
<b>Event List</b>		
	Click on Home button	Stand-by mode
	Click and hold Home button	Open Settings menu
	Click on Key button	Open Live view of first camera in camera list



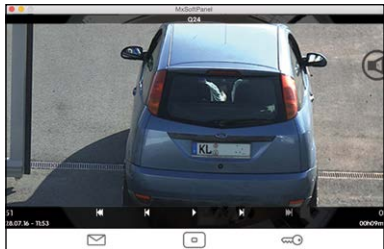
## The Player

You can open the player either from the **Event List** or from the **Camera List**. The player will show the recordings either by event type or by camera, depending on where you opened the player. If you click on an event image in the event list, you can play back/fast forward/rewind the recordings to the events of this event type in the player.



If you open the camera list and then click and hold one of the live images, different controls for this camera appear. Click on **Play** to open the player. In the player, you can play back all recordings of this camera, you can fast forward and rewind them.







Note that the player always provides quick access to the last four event images – starting from the current recording. This is done using the Event Info bar at the bottom of the player. The event info bar shows the time **1** since the last event occurred on the right-hand side. Click and hold this part of the bar to show a small event image. Drag the mouse pointer to the left to see more event images.





## Shortcuts of the Player

The Player provides shortcuts to different functions by clicking or clicking and holding the different buttons and icons.

	Click on Home button	Stand-by mode
	Click on Letter button	Open event list for this event type
	Click and hold Letter button	Open event overview
	Click on Key button	Goto Live Image
	Click and hold Key button	Open door of connected door station
	Click	Jump to previous event
	Click and hold	Jump to first event
	Click	One frame backward
	Click	Playback   Pause
	Click	One frame forward
	Click	Jump to next event
	Click and hold	Jump to last event





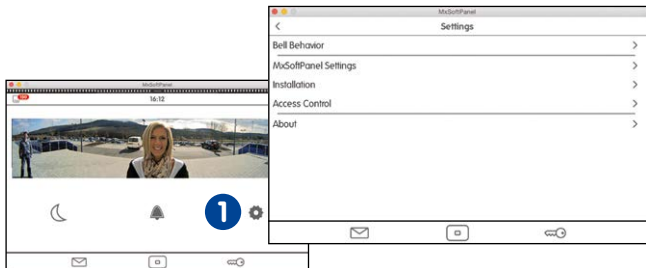


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## **System Settings**

## All Settings at One Location

Regardless of whether you want to change the bell behavior, adjust device-specific settings, configure the cameras or the system, everything is located in one menu. To open this menu, click on **Settings** **1** in the main menu.

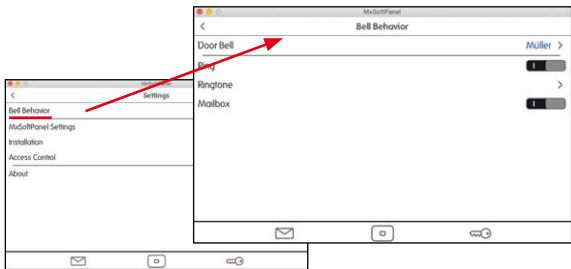




## Bell Behavior

When adding a door station, MxSoftPanel recognizes the door station's bell buttons, allowing you to assign the desired doorbells to this MxSoftPanel.

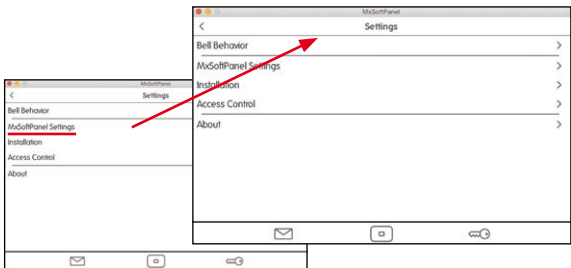
The **Bell Behavior** submenu contains the options to set the behavior for each doorbell button. This includes setting the ring tone and the mailbox announcement. Click on **Settings > Bell Behavior** to open the submenu. Select the desired doorbell in the top right corner and change the settings as required.



## MxSoftPanel Settings

Use this dialog to change the program-specific settings. This includes the language, audio settings of the MxSoftPanel, screen saver and walk-through message. If you activate the walk-through message in the camera bar (see section **Camera Bar**), a sound plays when a door opens that has a door sensor. Select the sound and set the volume in this dialog.

Click on **Settings > MxSoftPanel Settings** to open the settings.

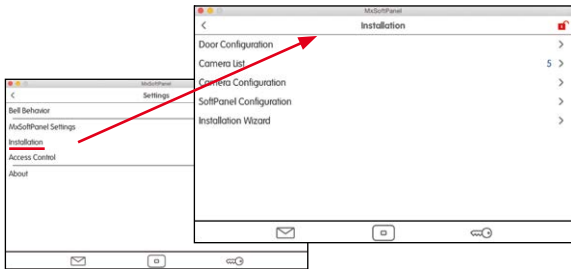




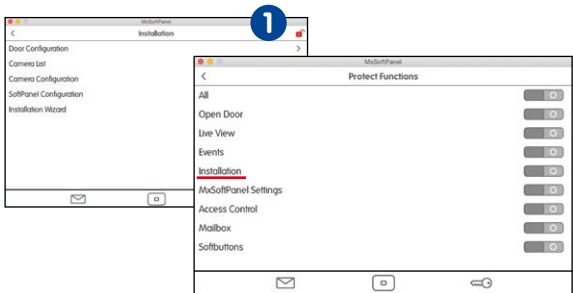
## Installation

This menu contains the door configuration that allows creating a bell layout and provides for setting the bell behavior. It also contains the camera list for adding and deleting cameras and the camera configuration for setting up recording. In addition, the SoftPanel Configuration allows managing the settings.

The Installation Wizard opens with the first start of MxSoftPanel; however, you can open it any time later from the **Installation** menu. Click on **Settings > Installation** to open the Installation menu.



It is possible to protect the settings of the **Installation** menu. Click on the red lock **1** and answer “Yes” to close the prompt. The **Protect Functions** dialog opens: Activate the **Installation** option. From now on, you can only change settings in this menu if you enter the administrator PIN (“0202” by factory default).





## Door Configuration

All door configuration settings can be changed in this menu. Click on **Settings > Installation > Door Configuration**. The door stations are listed. Select the door station you want to configure.

### Bell Layout

Allows configuring the access modules of the corresponding door stations. Click on **Bell Layout**. The attached access modules are displayed as graphics, allowing you to change the settings.

### Bell Behavior

Allows setting the desired behavior for each door station and doorbell (main door).

### Auto Configuration

Allows locking the auto configuration to avoid accidental reconfiguration.

### Door Sensors

Specify the sensors that are used as door sensors, door lock sensors and door opener (main door).

**Note:** Since these settings are only needed when configuring for the first time and only by the administrator, access to these settings may be locked. In this case, you will have to enter the administrator PIN (set to “0202” by factory default).

## Camera List

Use this list to add cameras and door stations and to edit them later on. Click on **Settings > Installation > Camera List** to open the list.

- **Adding Cameras Using Bonjour**

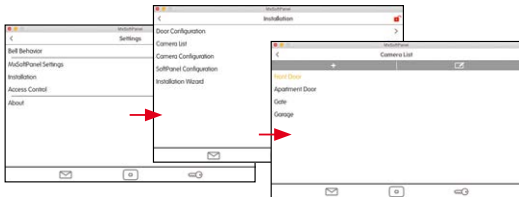
Click on **Plus** and start the camera search (search icon). Select a camera, enter a name, then enter the camera user name and password.

- **Adding Cameras Manually**

Click on **Plus** and then on **Add Manually**. Enter the camera name and the URL (incl. port), then enter the camera user name and password.

- **Editing the Camera List**

Click on **Edit** to delete cameras, to change the sorting order and to select cameras that are shown in the camera bar **||||** or as favorites **★**.

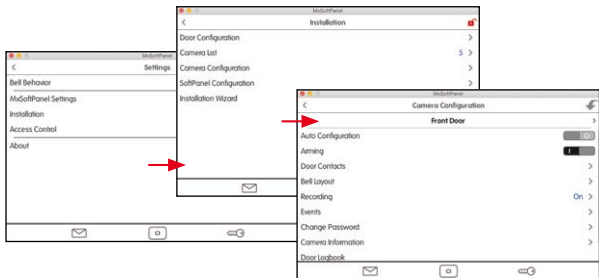






## Camera Configuration

The camera configuration is where you configure recording and where you select the events that will trigger recordings. For door stations, you can lock the auto configuration to avoid accidental reconfiguration. If required, you can also change the admin password for accessing the camera. To open the camera configuration, click on **Settings > Installation > Camera Configuration**. Select the desired camera using the < and > arrows and change its settings.



## SoftPanel Configuration

This is where you assign the door bells to the MxSoftPanel, protect functions, manage settings and where you can change the administrator PIN (“0202” by factory default). To open the configuration dialog, click on **Settings > Installation > SoftPanel Configuration**.



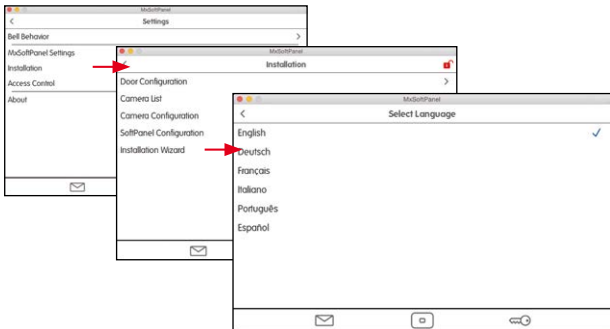
## Protect Functions

You can lock all or individual functions as needed. To use a protected function, users need to enter their PIN code. To assign the rights for executing specific functions for users and their PINs, open the **Access Control** dialog (see section **Access Control**).



## Starting the Installation Wizard

The Installation Wizard helps you to add and configure door stations and cameras. The wizard opens automatically when starting MxSoftPanel for the first time, but you can also use it later on to add door stations and cameras. To open the wizard, click on **Settings > Installation > Installation Wizard**. Complete all steps of the wizard.



## Access Control

This menu allows adding users and assigning RFID cards and PINs to these users. You can create new tenants and activate/deactivate RFID cards. In addition, you can set access times for specific RFID cards. You assign additional PIN numbers, lock cards and assign rights. For example, you can specify which card opens which doors and which MxSoftPanel functions can be used by the individual users. Click on **Settings > Access Control** to open the dialog.





Click and hold: Assign users and PINs

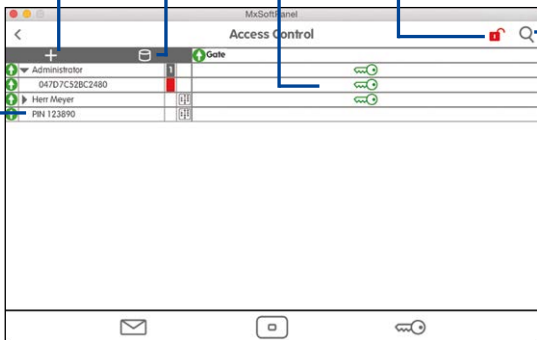
Create users/groups, assign PINs

Save changes

Set access time, block access














Grant rights

Enlarge view
















## Shortcuts of the Access Control

The Access Control provides the following functions:

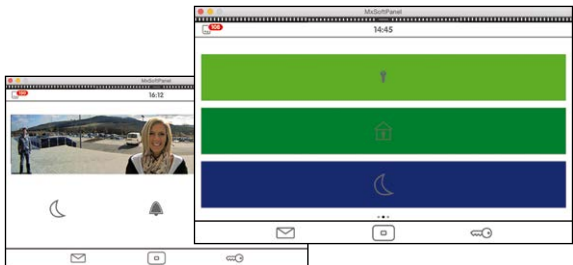
Add Users	1. Click on  and then on  .
Add Groups	1. Click on  and then on  .
Assign a user to a group	1. Click and hold on user name. 2. Click on <b>Party</b> and then on the camera group.
Create and assign PINs	1. Click on  and then on  , then enter the PIN. 2. Assign PIN to user: Click and hold on PIN, click on <b>User</b> , then select the user.
Assign RFID cards to users	1. Click and hold on ID of RFID card (alphanumeric code with up to 16 characters on the back of the card in the center). 2. Click on <b>User</b> , then select the user. <b>Note:</b> To identify older RFID cards, you can hold them up to an MxDisplay on the <b>Access Control</b> dialog.
Set access rights for <b>all</b> door stations for groups, users or PINs/RFID cards	1. Click on the access icon    in the first column. 2. Select type of access:  grant access,  deny access or  use access times. <b>Note:</b> If access times are used, the icon in the first column turns yellow (  ).



<p>Set access rights for <b>individual</b> door stations for groups, users or PINs/RFID cards</p>	<ol style="list-style-type: none"><li>1. Click on the access icon // in the column of the door station.</li><li>2. Select type of access:  grant access for this door station,  deny access to this door station or  use access times.</li></ol>
<p>Delete groups, users, PINs and RFID cards</p>	<ol style="list-style-type: none"><li>1. Click and hold on the corresponding row.</li><li>2. Click on .</li></ol>
<p>Set rights for users to use specific functions</p>	<p>Functions of the MxSoftPanel can be protected. To use a protected function, users needs to enter their PIN code (see <b>Protect Functions</b>, section <b>SoftPanel Configuration</b>). To assign the rights for executing specific functions for users and their PINs, open the Access Control dialog:</p> <ol style="list-style-type: none"><li>1. Click and hold on user name.</li><li>2. Click on <b>Rights</b> and activate the desired rights.</li></ol>
<p>Save settings</p>	<p>If settings have changed in this dialog, the  icon is flashing red.</p> <ol style="list-style-type: none"><li>1. Click on the icon and then on  to save all settings of the MxSoftPanel and the door station.</li></ol>
<p>Backup and restore settings</p>	<p>You can backup all settings to one file and restore the settings from such a file:</p> <ol style="list-style-type: none"><li>1. Backup: Click on  and then on .</li><li>2. Restore: Click on , then on  and select a file.</li></ol>

## Personalized Interface Settings Fast and Easy

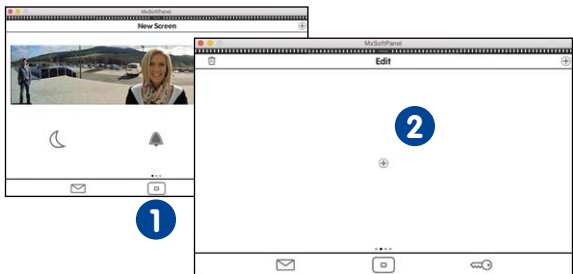
In order to quickly access often-used functions, you can create customized views. One view can be used to group up to nine functions with the corresponding icons and customized colors. To move from the main menu to the view(s), simply click on the main menu and slide it over to the left.







To define a new view, open the main menu (click on the view in stand-by mode). Now click and hold the Home key **1**. The edit mode is now active. Click on the Plus character in the top right corner. This creates a new view in the main menu. Then click on **Plus** **2** in the center of the view to add function icons and to set their appearance for this view.







### **Additional Information**

You can download the latest release of MxSoftPanel from **www.mobotix.com > Support > Software Downloads**.

### **Support**

Please see **www.mobotix.com > Support** for information on how to reach our technical support team.



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