Eagle Eye Application Note – AN009

Efficiently Save and Share Video with Archiving in Eagle Eye VMS

2022-06-07 Revision 1.1

Target Audience

This Application Note is intended for all end users of the VMS who may need to view or save archived video. No prior background knowledge is needed but a working knowledge of the VMS will help.

Introduction

The Eagle Eye Cloud VMS provides Archiving, which allows users to save and store video clips outside of the normal duration of cloud retention. Once a video has been archived, the clip can be downloaded to a local device at any time or it can be played back immediately in the archiving tab from the Eagle Eye Cloud VMS dashboard.

The Archive is available to all Editions of the VMS, with different storage limits based on the Edition (standard, Professional, Enterprise).
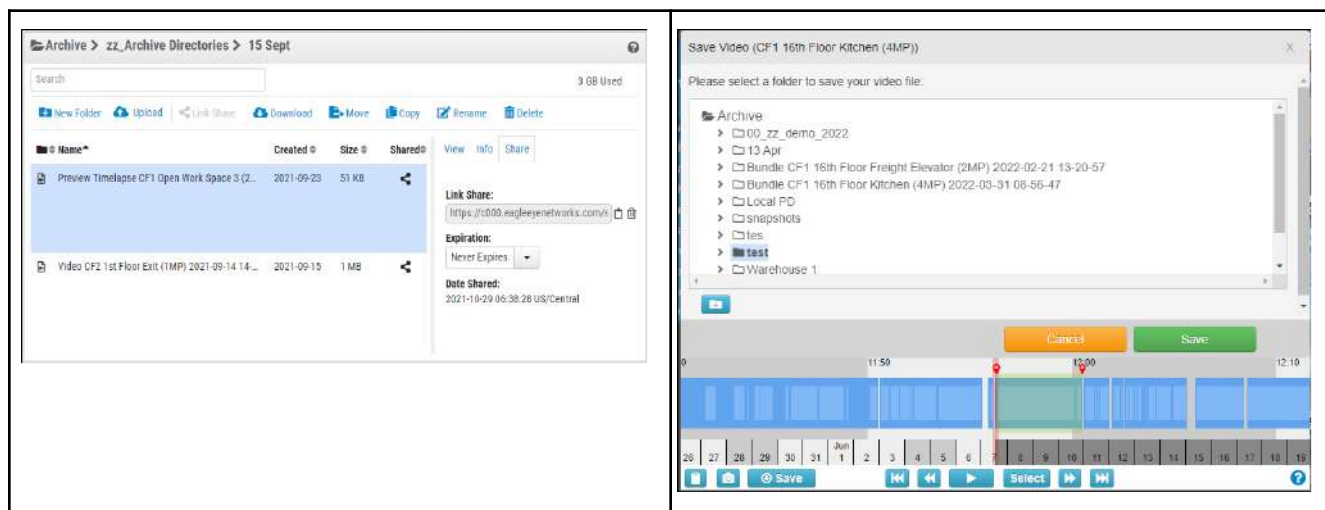
Background

Archiving allows users to provide archived video clips of a crime or incident to law enforcement or first responders without having to create an account for the third-party and makes the video clip easier for the third-party to view via email rather than having to log in to an account and navigate to the archived video.

The Archive is represented in a directory where folders and files can be organized and optionally shared via secure link to anyone, without requiring a user login. The secure links can be revoked anytime or set to expire on a specific date. Any files and folders that are shared are clearly marked within the Archive.

Functionality

Video clips and snapshots can be saved to archive from the History Browser. Bundles can also be saved and are automatically unzipped into a folder with the bundle name. Snapshots are automatically organized into a folder named "Snapshots."

When providing an archived video link to a third-party, users can set an expiration for the link so that access to the video is restricted once the link has expired. This way, a third-party will have access to the video during the time period when it is important and then access will be removed when the video is no longer needed or relevant to the third-party, providing users with complete control over who can view archived video and when.

Actions: Once one or more files or folders are selected it is possible to share, move the selection to another location in the Archive, copy the selection, delete or download the selection. Press and hold "shift" while clicking to multi-select. Press and hold "ctrl" to select and deselect individually. **New folder:** Click on the icon in order to create a new folder in the Archive and give it a name. **Name:** The name of the folder or the file in the Archive. **Created:** A timestamp of when the folder or the file was created. **Size:** The size of the folder or the file in the Archive. **Shared:** An icon with people indicates that the file or the folder is shared. If the folder or the file does not have an icon in this column, it means this item is not shared. **View:** Shows the preview of the selected file with playback of video. **Info:** Shows the additional information about the file: date and time of creation, who and when created, date shared, the link if the file or the folder was shared, description, and list of tags.	Once logged in, navigate to the history browser of the camera which contains the video you wish to archive—this can be done either from the Dashboard or from Layouts. Open the history browser and navigate to the video clip which you wish to archive—this can be done either by scrolling through the history browser or by inputting the date and time of the video clip. Once you click save, a "Save Video" pop-up window will open displaying the date and start time of the clip, the stop time, clip duration, type of file to archive (users can select either "video" which will archive the full resolution video of the clip selected, "Preview timelapse" which will archive a 1fps preview timelapse of the clip selected, or "Bundle" which will create a new folder in the archive with both the full resolution video and the 1fps preview timelapse video of the clip selected). Users can include a timestamp by checking the time stamp box, and users can add notes which will appear with the video in the archived folder. Once all of this information has been input, click "archive" which will open a new window where users can either select an existing folder to archive the footage to or users can create a new folder by selecting "new folder." Click on Save and the files will be successfully archived.

Table 1: Explanations of the History Browser and how to use Archiving functionality

Usage

Being able to store footage for longer durations is beneficial because it allows for the saving of important video clips outside of the retention period of the cloud subscription.

The Archiving feature makes organizing and saving clips quick and easy and also allows users to include additional information and relevant documents with the archived video. This allows users to attach a police or incident report with the archived video and store the documents and the videos for up to one year without being charged for extra retention.

More important than the ability to download the video, is the ability to share the video with any third-party by providing the individual with a unique link to the video clip.

Notes and Other Helpful Details

The Archive is limited to 10 GB of storage. When going over 10 GB, additional billing may occur. The amount of storage used is shown in the top right corner as illustrated below.
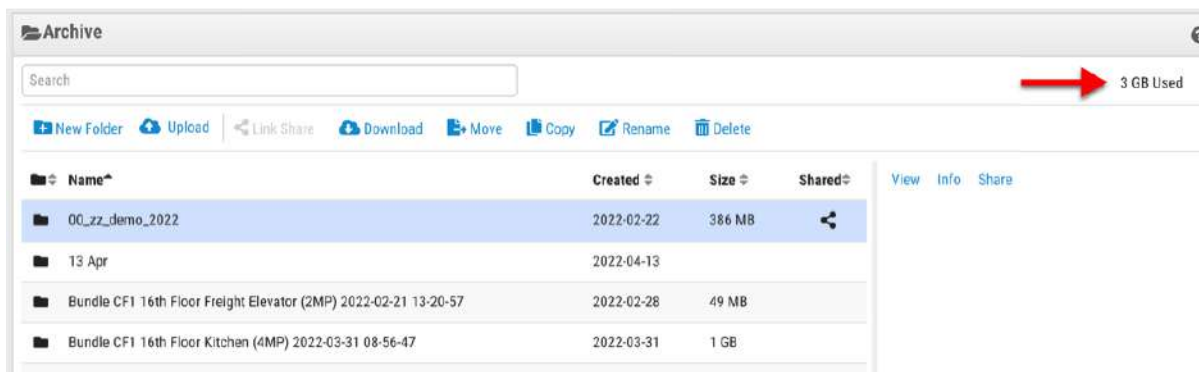

Image 1: Note the amount of storage used in the top, right-hand corner of the window

Additional Arching Subscriptions are available for 100 GB and 1 TB.

Archiving allows users to control user permissions for who can view or edit any archived video or documents providing greater control over a customer's VMS solution.
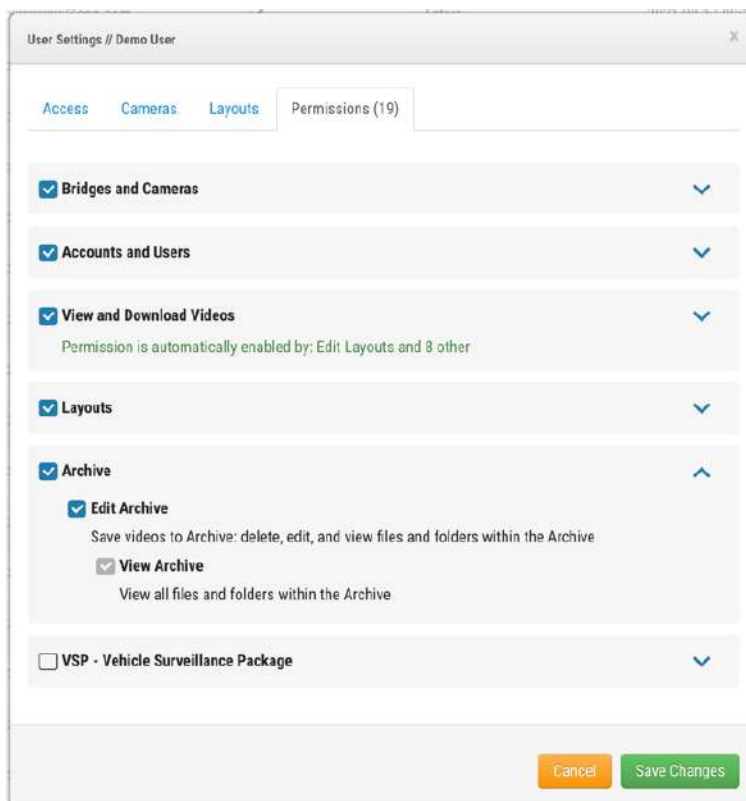

Image 2: Manage permissions for Archiving from within User Settings