AXIS Camera Station S9301 Workstation

User manual

About your device

AXIS Camera Station S9301 Workstation is a workstation for high-definition surveillance with support for two simultaneous 4K monitors. The workstation is preloaded with an AXIS Camera Station client and is preconfigured to minimize installation time. Together with Axis rack servers, AXIS S9301 creates comprehensive, high-end surveillance solutions.

Get started

The standard workflow to configure an AXIS Camera Station Pro recording server is:

1.

2. Initial Windows® setup: After installing your device, you are guided through a few steps to set up the region, language, keyboard layout, an administrator account and its password.

3. Initial Axis recorder setup: After the initial Windows® setup, AXIS Recorder Toolbox is opened and you are guided through a few steps to set up basic and necessary settings, for example, computer name, date and time, and network. See .

4. Configure Windows®. We recommend to:
   - Update Windows® to the latest version. See .
   - Create a standard user account. See .

5. Update AXIS Camera Station Pro to the latest version.
   - If your system is online: open the AXIS Recorder Toolbox app and click **Update AXIS Camera Station**.
   - If your system is offline: go to *axis.com* and download the latest version.

6. Start the AXIS Camera Station Pro client.

7. *Connect to AXIS Camera Station Pro server*

8.

Install your device

Before installation

- Prepare additional accessories used for installation: monitor, mouse, keyboard and network cable.
- Understand the usage of different user accounts.

The following table lists the user accounts that can be used for installation, configuration and operation of your Axis system.

User account	Description	Note
MyAxis	Used to download the latest software, access the license system, Axis Secure Remote Access, and System Health Monitoring.	Registered from *my.axis.com*.
Windows®		
Windows® administrator	Administrator privileges in Windows®. We recommend you do not use it as AXIS Camera Station Pro administrator.	Created during initial Windows® setup.
Windows® user with AXIS Camera Station Pro administrator privileges	A Windows® user granted with administrator privileges in AXIS Camera Station Pro to be used by system integrator or system administrator for configuration or troubleshooting.	Created in Windows® settings.
Windows® user with AXIS Camera Station Pro operator or viewer privileges	A Windows® user granted with operator or viewer privileges in AXIS Camera Station Pro.	Created in Windows® settings.
Device		
Device administrator	Used by the administrator to access the camera from the video management system or device webpage.	Created from the device webpage or when you add the device to AXIS Camera Station Pro.

Installation

For instructions on how to install the product, see the installation guide included in the box or on the product's support page on *axis.com*.

Configure your device

Download audio drivers

One of the 3.5 mm audio jacks only functions as a line in/out, and the other 3.5 mm audio jack only functions as a headset jack. To switch functionality between the 3.5 mm audio jacks, you need to update the audio drivers. For example, if you are using a standalone microphone or a headset with two 3.5mm plugs, you need to update the drivers to reconfigure the headset jack as a microphone jack.

To update the audio drivers:

1. See *Dell's support page* and download the latest .exe file.
2. Launch the file in Windows® and follow the instructions provided on screen.

Initial Axis recorder setup

After you have configured Windows®, AXIS Recorder Toolbox is opened automatically and you are guided through the first-time configuration wizard. In this wizard, you can configure several basic and necessary settings before you manage your device in AXIS Recorder Toolbox.

1. Select **Light** or **Dark** theme and click **Next**.
2. Change the computer name if you want and click **Next**.
3. Under **Power settings**,
   - **Never put the computer to sleep** and **Never turn off the display** are selected by default.
   - We recommend that you keep both options selected to make the live view and recordings available all the time. You can always go to **Start > Settings > System > Power & sleep** to change the settings.
4. Under **Date and time**, configure the following settings and click **Next**.
   - Select a time zone.
   - To set up an NTP server, select **NTP server** and enter the NTP server address.
   - To set manually, select **Manual** and select a date and time.
5. Under **Network settings**, configure the following settings and click **Next**.
   - **Use automatic IP settings (DHCP)** and **Use automatic DNS settings** are turned on by default.
   - If your device is connected to a network with a DHCP server, the assigned IP address, subnet mask, gateway, and preferred DNS are automatically displayed.
   - If your device is not connected to a network or there is no DHCP server available, enter the IP address, subnet mask, gateway, and preferred DNS manually depending on the network requirements.
6. Click **Finish**. If you have changed the computer name, AXIS Recorder Toolbox will prompt you to restart the device.

Configure AXIS Camera Station Pro

This tutorial will walk you through the basic steps to make your system up and running.

Before you start:

- Configure your network depending on your installation. See .
- Configure your server ports if needed. See .
- Consider security issues. See .

After necessary configurations, you can start to work with AXIS Camera Station Pro:

1.

2.

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7.

8.

Start the video management system

Double-click the AXIS Camera Station Pro client icon to start the client. When you start the client for the first time, it attempts to log in to the AXIS Camera Station Pro server installed on the same computer as the client.

You can connect to multiple AXIS Camera Station Pro servers in different ways.

Add devices

The Add devices page opens the first time you start AXIS Camera Station Pro. AXIS Camera Station Pro searches the network for connected devices and shows a list of devices found.

1. Select the cameras you want to add from the list. If you can't find your camera, click **Manual search**.

2. Click **Add**.

3. Select **Quick configuration** or **Site Designer configuration**. Click **Next**.

4. Use the default settings and ensure the recording method is **None**. Click **Install**.

Configure recording method

1. Go to **Configuration > Recording and events > Recording method**.

2. Select a camera.

3. Turn on **Motion detection**, or **Continuous**, or both.

4. Click **Apply**.

View live video

1. Open a **Live view** tab.

2. Select a camera to view its live video.

View recordings

1. Open a **Recordings** tab.

2. Select the camera you want to view recordings from.

Add bookmarks

1. Go to the recording.

2. In the timeline of the camera, zoom in and out and move the timeline to put the marker at your desired position.

3. Click ⊞ .

4. Enter the bookmark name and description. Use keywords in the description to make the bookmark easy to find and recognize.

5. Select **Prevent recording deletion** to lock the recording.

Note

It's not possible to delete a locked recording. To unlock the recording, clear the option or delete the bookmark.

6. Click **OK** to save the bookmark.

Export recordings

1. Open a **Recordings** tab.

2. Select the camera you want to export recordings from.

3. Click ⌐...⌐ to display the selection markers.

4. Drag the markers to include the recordings that you want to export.

5. Click ⬈ to open the **Export** tab.

6. Click **Export...**

Play and verify recordings in AXIS File Player

1. Go to the folder with the exported recordings.

2. Double-click AXIS File Player.

3. Click ▐ to show the recording's notes.

4. To verify the digital signature:

    4.1.   Go to **Tools > Verify digital signature**.

    4.2.   Select **Validate with password** and enter your password.

    4.3.   Click **Verify**. The verification result page appears.

Note

Digital signature is different from Signed video. Signed video allows you to trace video back to the camera it came from, making it possible to verify that the recording wasn't tampered with. See *Signed video* and the camera's user manual for more information.

Network configuration

Configure proxy or firewall settings before using AXIS Camera Station Pro if the AXIS Camera Station Pro client, AXIS Camera Station Pro server, and the connected network devices are on different networks.

Client proxy settings

If a proxy server is between the client and the server, you must configure the proxy settings in Windows on the client computer. Contact Axis support for more information.

Server proxy settings

If the proxy server is between the network device and the server, you must configure the proxy settings in Windows on the server. Contact Axis support for more information.

NAT and Firewall

When a NAT, firewall, or similar separates the client and the server, configure the NAT or firewall to ensure that the HTTP port, TCP port, and streaming port specified in AXIS Camera Station Service Control can pass through the firewall or NAT. Contact the network administrator for instructions on configuring the NAT or firewall.

Server port configuration

AXIS Camera Station Pro server uses ports 55752 (HTTP), 55754 (TCP), 55756 (mobile communication), and 55757 (mobile streaming) for communication between the server and the client. You can change the ports in AXIS Camera Station Service Control if required.

Security considerations

To prevent unauthorized access to cameras and recordings, keep the following in mind:

- Use strong passwords for all network devices (cameras, video encoders, and auxiliary devices).
- Install AXIS Camera Station S9301 Workstation server, cameras, video encoders, and auxiliary devices on a secure network separate from the office network. You can install the AXIS Camera Station S9301 Workstation client on a computer on another network, for example, a network with internet access.
- Make sure all users have strong passwords. Windows® Active Directory provides a high level of security.

Manage Windows® user accounts

Create a user account

To help keep your personal data and information more secure, we recommend that you add a password for each local account.

Important

> Once you create a password for a local account, don't forget it. There's no way to recover a lost password for local accounts.

1. Go to **Settings > Accounts > Other users > Add other user** and click **Add account**.

2. Click **I don't have this person's sign-in information**.

3. Click **Add a user without a Microsoft account**.

4. Enter a user name, password and password hint.

5. Click **Next** and follow the instructions.

Create an administrator account

1. Go to **Settings > Accounts > Other people**.

2. Go to the account you want to change and click **Change account type**.

3. Go to **Account type** and select **Administrator**.

4. Click **OK**.

5. Restart your device and sign in with the new administrator account.

Create a local user group

1. Go to **Computer Management**.

2. Go to **Local Users and Groups > Group**.

3. Right-click **Group** and select **New Group**.

4. Enter a group name and a description.

5. Add group members:
   - 5.1. Click **Add**.
   - 5.2. Click **Advanced**.
   - 5.3. Find the user account(s) you want to add to the group and click **OK**.
   - 5.4. Click **OK** again.

6. Click **Create**.

Delete a user account

Important

> When you delete an account you remove the user account from the login screen. You also remove all files, settings and program data stored on the user account.

1. Go to **Settings > Accounts > Other people**.

2. Go to the account you want to remove and click **Remove**.

Change a user account's password

1. Log in with an administrator account.

2. Go to **User Accounts > User Accounts > Manage another account in sequence**.

9

You'll see a list with all user accounts on the device.

3. Select the user account whose password you would like to change.

4. Click **Change the password.**

5. Enter the new password and click **Change password.**

Create a password reset disk for a user account

We recommend to create a password reset disk on a USB flash drive. With this, you can reset the password. Without a password reset disk, you can't reset the password.

Note

If you're using Windows® 10, or later, you can add security questions to your local account in case you forget your password, so you don't need to create a password reset disk. To do this, got to **Start** and click **Settings > Sign-in options > Update your security questions**.

1. Sign in to your device with a local user account. You can't create a password reset disk for a connected account.

2. Plug an empty USB flash drive into your device.

3. From the Windows® search field, go to **Create a password reset disk**.

4. In the **Forgotten Password** setup assistant, click **Next**.

5. Select your USB flash drive and click **Next**.

6. Type your current password and click **Next**.

7. Follow the onscreen instructions.

8. Remove the USB flash drive and keep it in a safe placet. You don't have to create a new disk when you change your password even if you change it several times.

Manage AXIS Camera Station Pro user accounts

Configure user permissions

Go to **Configuration > Security > User permissions** to view the users and groups that exists in AXIS Camera Station S9301 Workstation .

Administrators of the computer that runs AXIS Camera Station S9301 Workstation server are automatically given administrator privileges to AXIS Camera Station S9301 Workstation . You can't change or remove the Administrators group's privileges.

Before you can add a user or group, register the user or group on the local computer or make sure they have an Windows® Active Directory user account. To add users or groups, see .

When a user is part of a group, the user gets the highest role permission assigned to the individual or the group. The user also gets the access granted as an individual and receives the rights as part of a group. For example, a user has access to camera X as an individual. The user is also a member of a group that has access to cameras Y and Z. The user therefore has access to cameras X, Y, and Z.

👤	Indicates the entry is a single user.
👥	Indicates the entry is a group.
Name	Username as it appears in the local computer or Active Directory.
Domain	The domain that the user or group belongs to.
Role	The access role given to the user or group. Possible values: Administrator, Operator, and Viewer.
Details	Detailed user information as it appears in the local computer or Active Directory.
Server	The server that the user or group belongs to.

Add users or groups

Microsoft Windows® and Active Directory users and groups can access AXIS Camera Station S9301 Workstation . To add a user to AXIS Camera Station S9301 Workstation , you must add users or a group to Windows®.

To add a user in Windows® vary depending on which version of Windows® you use. Follow the instructions on *Microsoft's site*. If you use an Active Directory domain network, consult your network administrator

Add users or groups

1. Go to **Configuration > Security > User permissions**.
2. Click **Add**.
   You can see the available users and groups in the list.
3. Under **Scope**, select where to search for users and groups.
4. Under **Show**, select to show users or groups.
   The search result doesn't display if there are too many users or groups. Use the filter function.
5. Select the users or groups and click **Add**.

Scope	
Server	Select to search for users or groups on the local computer.
Domain	Select to search for Active Directory users or groups.
Selected server	When connected to multiple AXIS Camera Station S9301 Workstation servers, select a server from the **Selected server** drop-down menu.

Configure a user or group

1. Select a user or group in the list.

2. Under **Role**, select **Administrator**, **Operator**, or **Viewer**.

3. If you selected **Operator** or **Viewer**, you can configure the user or group privileges. See .

4. Click **Save**.

Remove a user or group

1. Select the user or group.

2. Click **Remove**.

3. In the pop-up dialog, click **OK** to remove the user or group.

User or group privileges

There are three roles you can give to a user or group. For how to define the role for a user or group, see .

Administrator – Full access to the entire system, including access to live and recorded video of all cameras, all I/O ports, and views. This role is required to configure anything in the system.

Operator – Select cameras, views, and I/O ports to get access to live and recorded. An operator has full access to all functionality of AXIS Camera Station S9301 Workstation except system configuration.

Viewer – Access to live video of selected cameras, I/O ports, and views. A viewer doesn't have access to recorded video or system configuration.

Cameras

The following access privileges are available for users or groups with the **Operator** or **Viewer** role.

Access	Allow access to the camera and all camera features.
Video	Allow access to live video from the camera.
Audio listen	Allow access to listen from the camera.
Audio speak	Allow access to speak to the camera.
Manual Recording	Allow to start and stop recordings manually.
Mechanical PTZ	Allow access to mechanical PTZ controls. Only available for cameras with mechanical PTZ.
PTZ priority	Set the PTZ priority. A lower number means a higher priority. No assigned priority is set to 0. An administrator has the highest priority. When a role with higher priority operates a PTZ camera, others can't operate the same camera for 10 seconds by default. Only available for cameras with mechanical PTZ and have **Mechanical PTZ** selected.

Views

The following access privileges are available for users or groups with the **Operator** or **Viewer** role. You can select multiple views and set the access privileges.

Access	Allow access to the views in AXIS Camera Station S9301 Workstation .
Edit	Allow to edit the views in AXIS Camera Station S9301 Workstation .

I/O

The following access privileges are available for users or groups with the **Operator** or **Viewer** role.

Access	Allow full access to the I/O port.
Read	Allow to view the state of the I/O port. The user can't change the port state.
Write	Allow to change the state of the I/O port.

System

You can't configure greyed out access privileges in the list. Privileges with check mark means the user or group have this privilege by default.

The following access privileges are available for users or groups with the **Operator** role. **Take snapshots** is also available for the **Viewer** role.

Take snapshots	Allow to take snapshots in the live view and recordings modes.
Export recordings	Allow to export recordings.
Generate incident report	Allow to generate incident reports.
Prevent access to recordings older than	Prevent access to recordings older than the specified number of minutes. When using search, the user doesn't find recordings older than the specified time.
Access alarms, tasks, and logs	Get alarm notifications and allow access to the **Alarms and tasks** bar and **Logs** tab.
Access data search	Allow searching for data to track what happened at the time of an event.

Access control

The following access privileges are available for users or groups with the **Operator** role. **Access Management** is also available for the **Viewer** role.

Access control configuration	Allow configuration of doors and zones, identification profiles, card formats and PIN, encrypted communication, and multi-server.
Access management	Allow access management and access to the active directory settings.

System health monitoring

The following access privileges are available for users or groups with the **Operator** role. **Access to system health monitoring** is also available for the **Viewer** role.

Configuration of system health monitoring	Allow configuration of the system health monitoring system.
Access to system health monitoring	Allow access to the system health monitoring system.

Manage your device

Update Windows®

Windows® periodically checks for updates. When an update is available, your device automatically downloads the update but you've to install it manually.

Note

Recording will be interrupted during a scheduled system restart.

To manually check for updates:

1. Go to **Settings > Windows Update**.

2. Click **Check for updates**.

Configure Windows® update settings

It is possible to change how and when Windows® do its updates to suit your needs.

Note

All ongoing recordings stop during a scheduled system restart.

1. Open the Run app.
    -   Go to **Windows System > Run**, or

2. Type `gpedit.msc` and click **OK**. The Local Group Policy Editor opens.

3. Go to **Computer Configuration > Administrative Templates > Windows Components > Windows Update**.

4. Configure the settings as required, see example.

Example:

To automatically download and install updates without any user interaction and have the device restart, if necessary, at out of office hours, use the following configuration:

1. Open **Always automatically restart at the scheduled time** and select:
    1.1. **Enabled**
    1.2. **The restart timer will give users this much time to save their work (minutes)**: 15.
    1.3. Click **OK**.

2. Open **Configure Automatic Updates** and select:
    2.1. **Enabled**
    2.2. **Configure Automatic updates**: Auto download and schedule the install
    2.3. **Schedule Install day**: Every Sunday
    2.4. **Schedule Install time**: 00:00
    2.5. Click **OK**.

3. Open **Allow Automatic Updates immediate installation** and select:
    3.1. **Enabled**
    3.2. Click **OK**.

Troubleshooting

Check the current BIOS version

To check the current BIOS:

1. Power on the device and repeatedly press F2 until the Axis logo appears.

2. The version number is shown as first entry under **Overview**.

Upgrade BIOS

You should upgrade the BIOS only when you are instructed by Axis technical support.

1. Go to the support pages on *dell.com* and enter your service tag. Go to **Drivers & Downloads**, filter on BIOS, and download the latest .exe file.

2. Launch the executable in Windows and follow the instructions provided on screen.

Perform a system recovery

Internal recovery

If the device has had a system failure, perform an internal recovery to restore the system.

1. Open **Windows Settings**.

2. Select **Update & Security**.

3. In the menu, select **Recovery**.

4. Under **Reset the PC** click **Get Started**.

5. Select **Keep my files**.

Important

It is strongly recommended that you do not select **Remove everything** as this will remove all Axis applications and configurations, including AXIS Camera Station.

6. If you are connected to internet, select **Local reinstall**, otherwise go direct to step 7.

7. Select **Next** without doing any changes.

8. Select **Reset**.

Note

Before selecting **Reset**, you can view a list of apps that will be removed by the reset. These apps will be restored after the recovery.

Important

After a successful recovery, it's important that you log in to Windows with an Administrator account to finalize the recovery process.

External recovery

If the device has had a complete system failure, you must use a recovery image to recreate the Windows® system. To download the AXIS Recovery Kit, contact AXIS Technical Support and supply the serial number of your device.

1. Download the AXIS Recovery Kit and AXIS ISO to USB Tool.

2. Insert a USB drive into your computer.
   - Use a USB drive with a minimum of 16 GB to 32 GB.
   - The USB drive will be formatted, and all existing data will be erased.

3. Run the AXIS ISO to USB Tool and follow the onscreen instructions.

Writing data to the USB drive takes approximately 10 to 15 min. Don't remove the USB drive until the process is complete.

4. After the ISO to USB tool is complete, take the USB drive and plug it into your device.

5. Start your device and before the AXIS splash screen appears press F12. We recommend that you tap the F12 key repeatedly as the device boots fast.

6. Navigate to your USB drive and press ENTER. The system boots into the AXIS Recovery Kit.
    For example it should say UEFI: Sandisk.

7. Click **Reinstall Operating System**.
    The recovery takes roughly 10 to 15 min to complete. You find detailed instructions in the download for the recovery kit.

Troubleshoot AXIS Camera Station Pro

For information about how to troubleshoot AXIS Camera Station Pro, go to the *AXIS Camera Station Pro user manual*.

Product overview
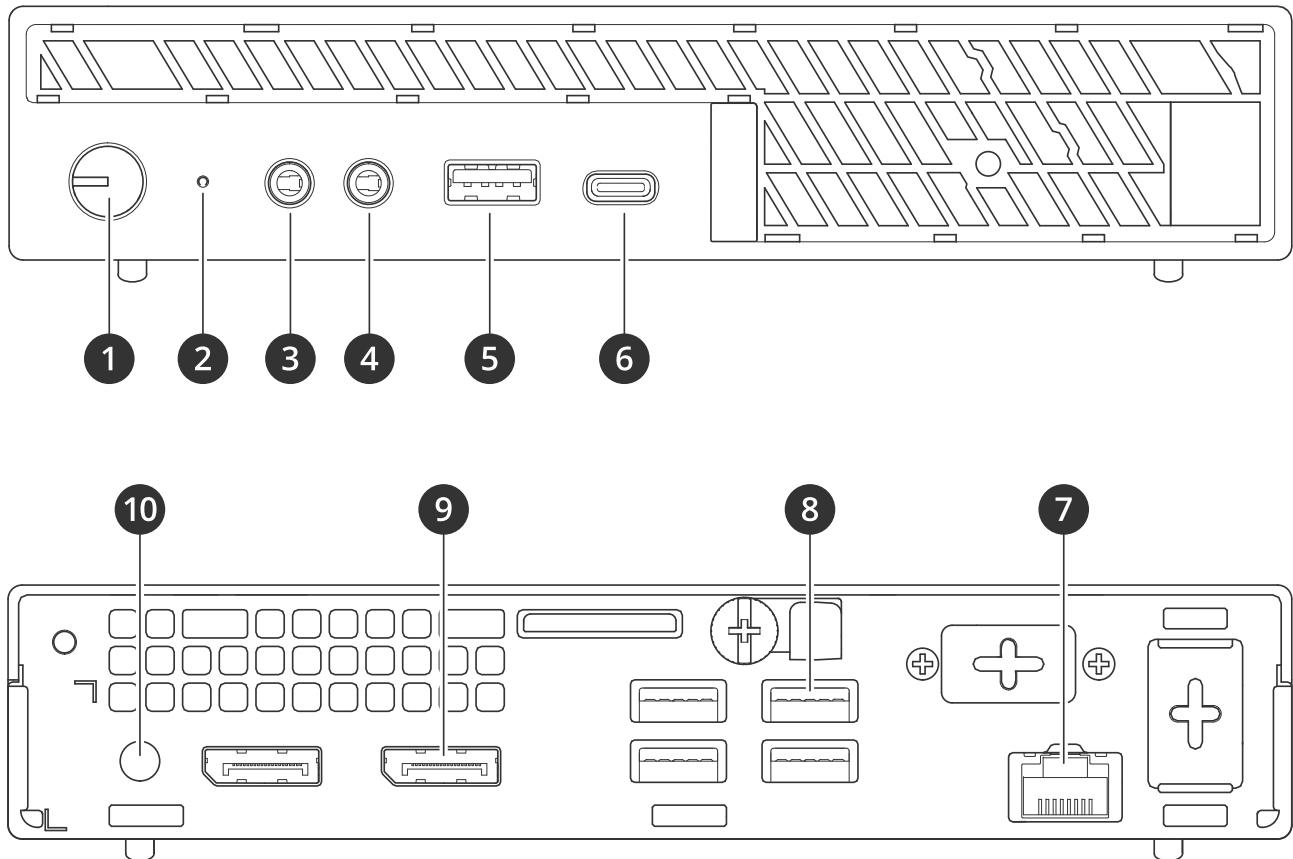
1 Power button/power LED
2 Hard drive activity LED
3 Line in/out
4 Universal audio jack
5 USB 3.2 port
6 USB 3.2 gen 2 2x2 USB-C port
7 1 GbE Ethernet port
8 USB 3.2 ports
9 DisplayPorts™
10 Power connector

Need more help?

Useful links

- *AXIS Camera Station Pro user manual*
- *Sign in to AXIS Secure Remote Access*
- *What to include in an Antivirus allow list for AXIS Camera Station*

Contact support

If you need more help, go to *axis.com/support.*