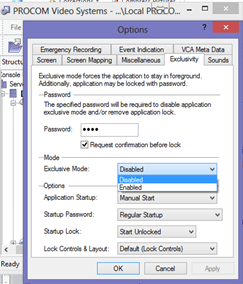
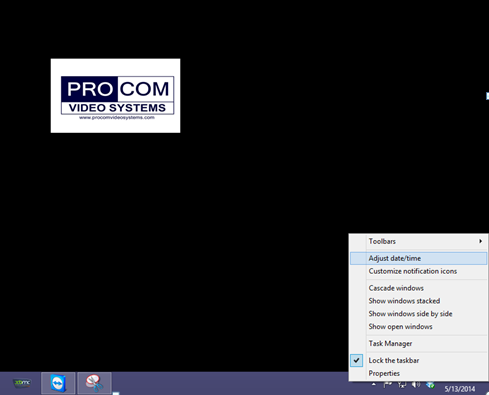
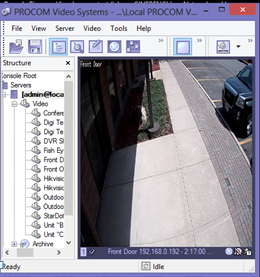
First you have to exit “Exclusivity”

* + At the main screen you will see *File View Server Video Tools Help* at the top
  + Click Tools 🡪 Options



* Click the “Exclusivity” tab
  + It’s the 4th tab from the left
* There are 3 sections
  + Password
  + Mode
  + Options
* In the “Mode” section you will see a drop down menu
  + This is where you enable or disable exclusivity
  + Click the dropdown and change it to “disabled” and click OK
  + \*Note - If the DVR has an older software version there will be a checkbox instead of a dropdown menu
    - Simply uncheck the box and continue
* Once you click OK you will be prompted to enter a password
  + The exclusivity password is “servicemanager”
* Once the password is entered correctly, the screen will minimize and the desktop will be visible behind the Procom Software
* At the bottom right-hand corner you will see the time
  + Right-click it and choose adjust date/time
* Simply adjust the date and time accordingly
* Now go back to the software and re-enable the exclusivity
  + Simply revers the steps you first took to disable
  + Tools 🡪 Options 🡪 Exclusivity Tab 🡪 Dropdown “Enabled”
* To verify if the time correction has worked
  + Look at the bottom of one of the camera windows
  + Next to the camera name you will see the time
  + \*Note – If the time is still incorrect, verify the time presentation option is correct
    - View 🡪 Time presentation 🡪Server Local Time