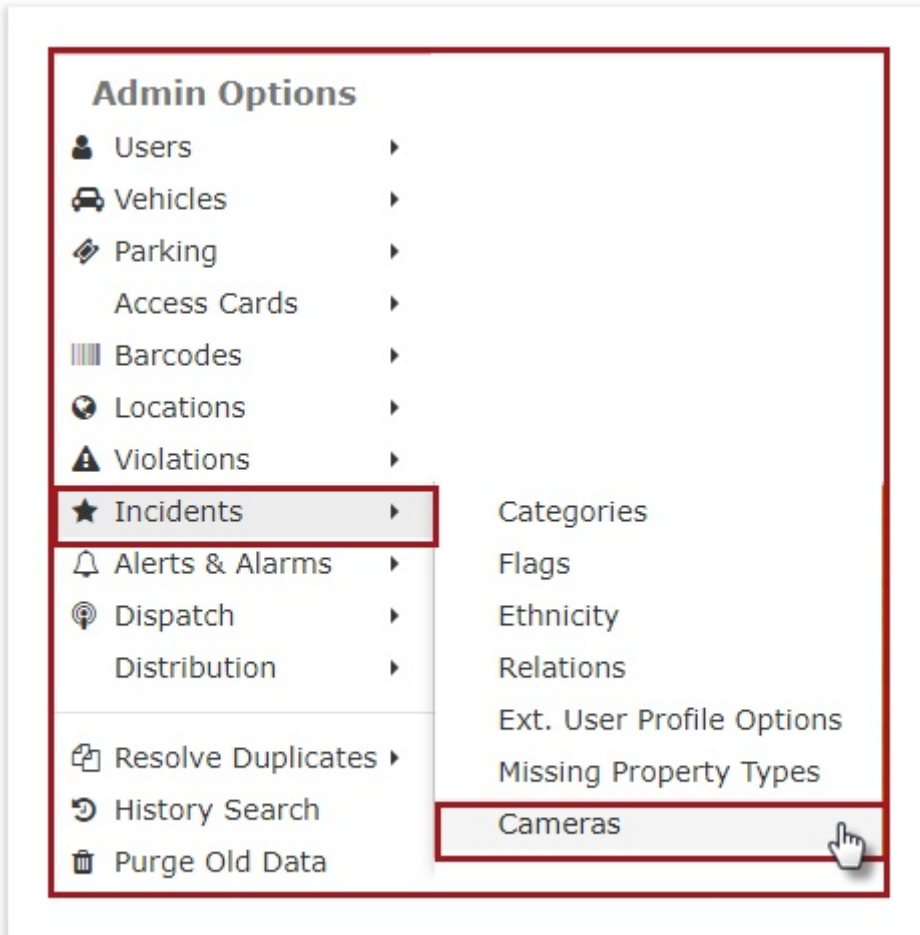


# Cameras

1. Under the **Admin Options**, hover over **Incidents**, then click on **Cameras**.



2. You will be redirected to the **Camera Administration** page.

The screenshot shows the 'Camera Administration' page. It has a title bar 'Camera Administration'. Below the title bar, there is a form with the following fields and controls:

Camera Name	URL	Refresh Public Time	Access
<input type="text" value="Demo"/>	<input type="text" value="www.demo-url.ca"/>	<input type="text" value="1"/>	<input type="checkbox"/>

There is an 'Insert' button to the right of the form.

To **add** a new camera: Type in the **Camera Name** and, **URL** in the provided textboxes, and choose a refresh time.

If you would like the public to have access to this camera, click on the box that says "**Public Access**" to enable **Public Access**. Unselect the box if you wish to disable public access.

Once all required information has been filled out, click **Insert** to save.

The screenshot shows the 'Camera Administration' form with the following fields and controls:

- Camera Name**: A text input field.
- URL**: A text input field.
- Refresh Time**: A dropdown menu.
- Public Access**: A checkbox.
- Insert**: A blue button.

Numbered callouts (1-4) provide instructions:

- 1: Type in Camera Name, & URL.
- 2: Choose a Refresh Time.
- 3: Enable or Disable Public Access as desired.
- 4: Select Insert to add new camera.

To **edit** a camera: Make your desired changes in the textboxes, then click **Update** to save.

The screenshot shows the 'Camera Administration' form with the following fields and controls:

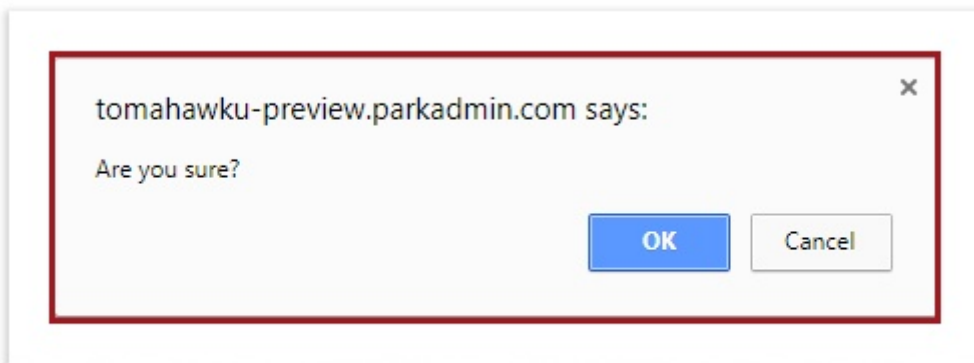
- Camera Name**: A text input field containing 'Unicorn'.
- URL**: A text input field containing 'www.sparklescamera.ca'.
- Refresh Time**: A dropdown menu showing '3'.
- Public Access**: A checked checkbox.
- Update**: A blue button.
- Delete**: A blue button.
- Insert**: A blue button.

Callouts provide instructions:

- To Edit**: Make desired changes in the textboxes, then click **Update**.
- To Delete**: Select the desired camera, then click **Delete**.
- Click Update** to save changes.

To **delete** a camera: Select the camera you wish to delete, then click the **Delete** button to the right of that camera.

A confirmation pop-up will appear. Click **OK** to continue and delete, or click **Cancel** to return to your previous screen.



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