VIDEX®

INTRODUCTION
Before installing an EWSi Portal Plus Controller on a network it is necessary to change the default IP address of the unit to one supplied by the network administrator. The following screen shots and notes will take you through each step of the process. All settings can be seen and the settings which require changes are highlighted.

HARDWARE REQUIREMENTS
Desktop PC or laptop.
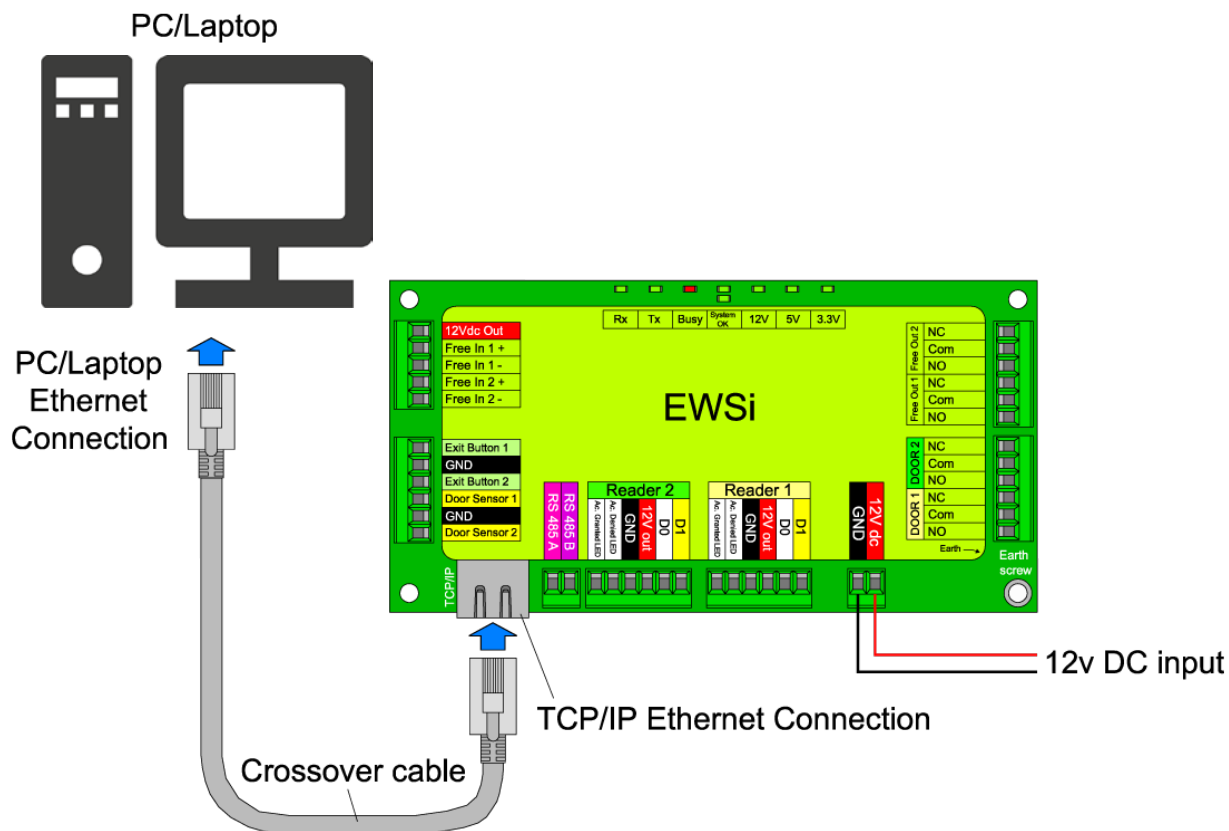EWSi Portal Plus Controller with 12v DC psu (PPCU2).
Crossover cable or switch and patch cable.

SOFTWARE REQUIREMENTS
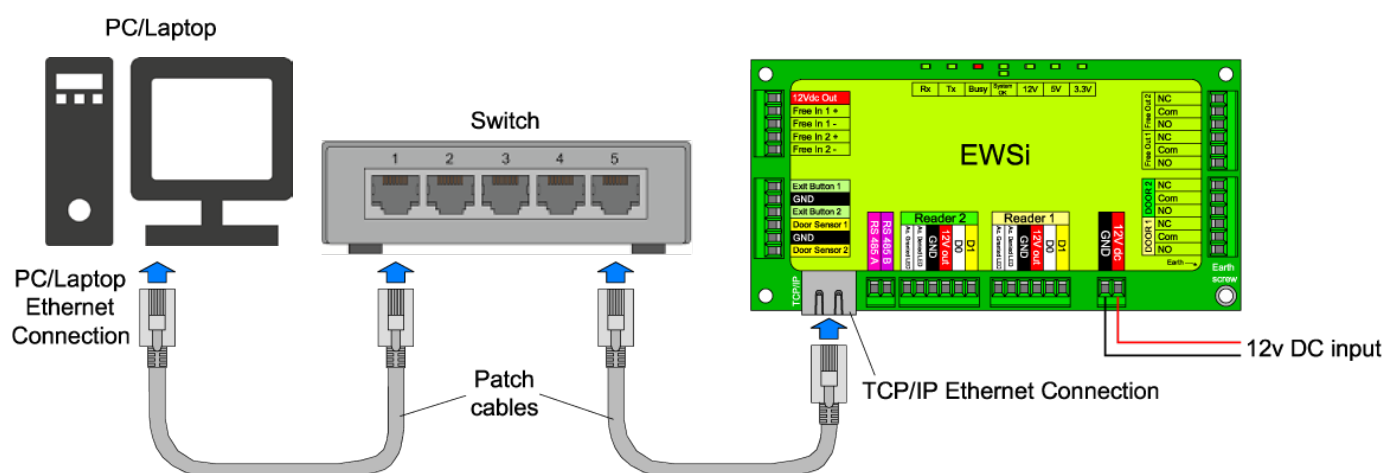Windows 7 OS (also see appendix for windows vista/windows 2000/XP).

HARDWARE SETUP WITH CROSSOVER CABLE
Power up the EWSi controller and connect a crossover cable between the PC/Laptops network connection and the EWSi controllers network connection (TCP/IP) as shown in the following diagram.
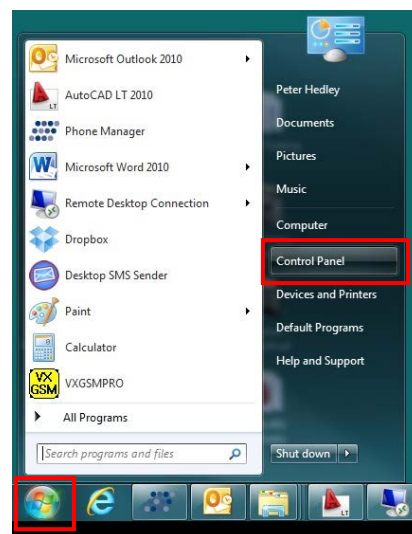
HARDWARE SET UP WITH SWITCH AND PATCH CABLE

Power up the EWSi controller and connect a patch cable between the EWSi controllers network connection (TCP/IP) and the Switch and then connect a patch cable between the PC/Laptops network connection and the Switch as shown in the following diagram.
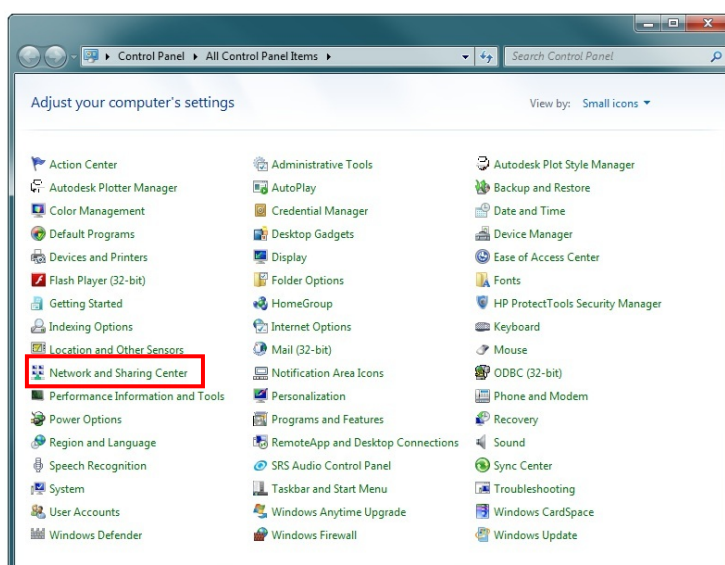
HARDWARE SET UP NOTES

These first steps simply put your PC/laptop into the same IP range as the default EWSi. There are many ways to reach the 'Local area connections' window depending on your windows set up. These steps present one of them (also see appendix for windows vista/windows 2000/XP).
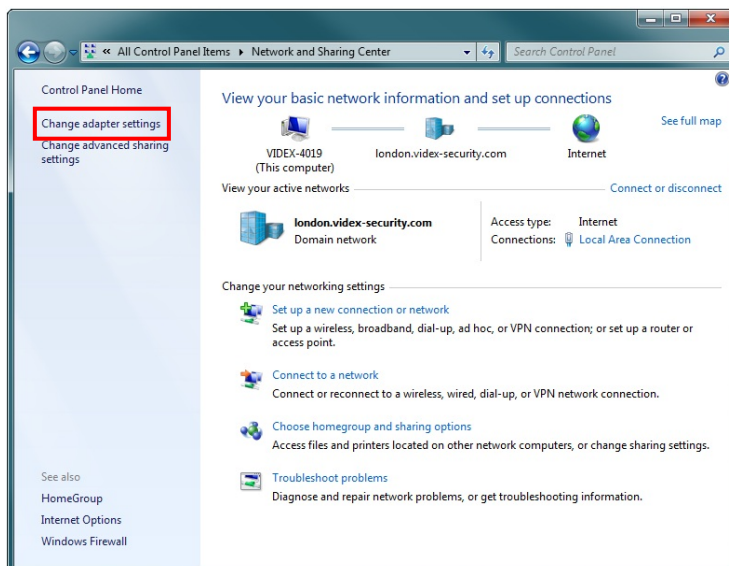
First click on the start menus Windows icon in the bottom left of the screen and select 'control panel' from the list on the right hand-side.
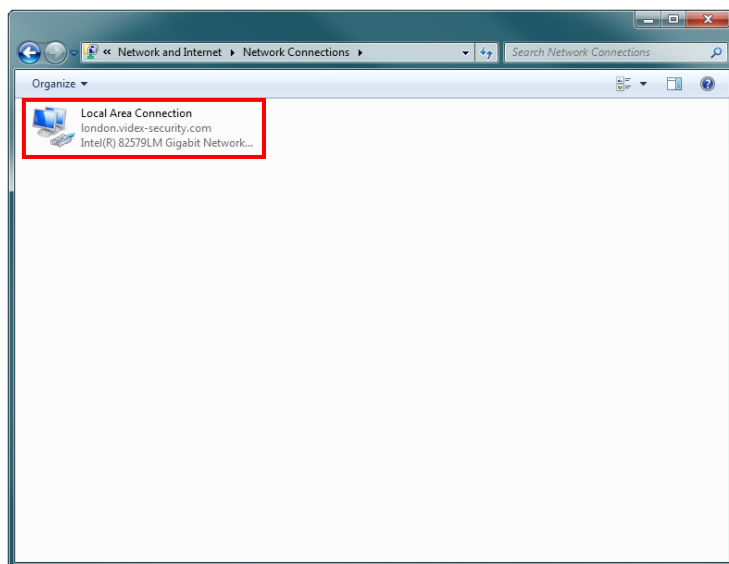

The following 'control panel' window will appear. Click on 'Network and Sharing Center' option.
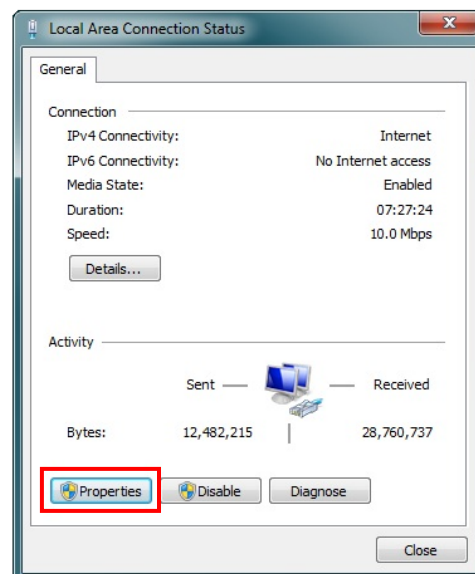
The following window will appear. Select 'Change adaptor settings' option on the left hand-side.
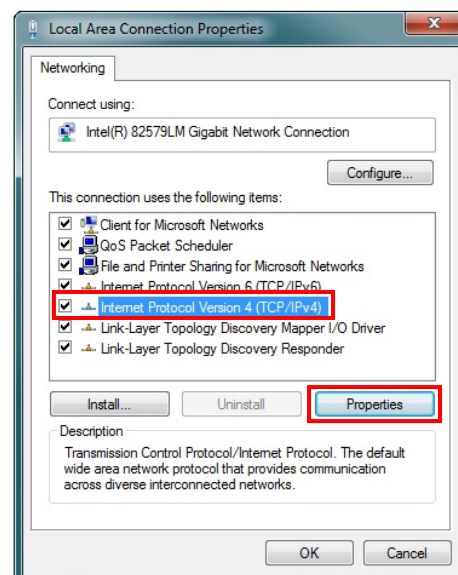

The following window will appear. Double click on the 'Local Area Connection' icon.

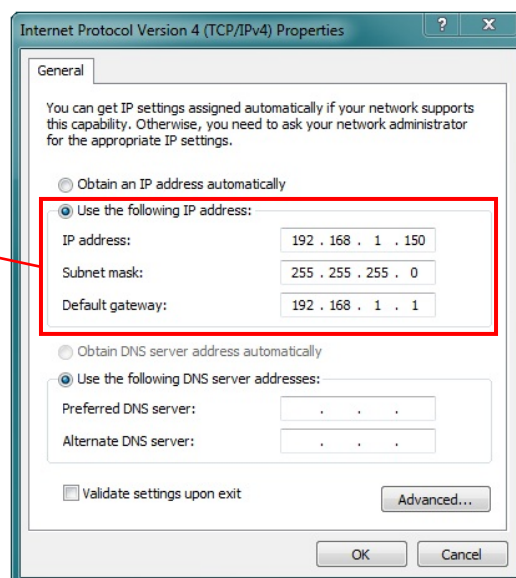The 'Local Area Connection Status' window will appear. Click on the 'Properties' button.

The 'Local Area Connection Properties' window will appear. Highlight 'Internet Protocol Version 4 (TCP/IPv4)' from the list then click on the 'Properties' button.

The 'Internet Protocol Version 4 (TCP/IPv4) Properties' window will appear. Before changing settings in this window first make a note of the current IP Address, Subnet mask and default gateway settings as you will need to restore them once the task is complete. Select 'Use the following IP address:' and complete the following details as highlighted.

Use the following IP address:
IP address: 192.168.1.150
Subnet mask: 255.255.255.0
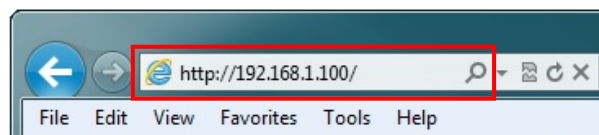Default gateway: 192.168.1.1

IMPORTANT NOTE!

The default IP address of the EWSi controller is preset as '192.168.1.100'. When entering the information in the 'Internet Protocol Version 4 (TCP/IPv4) Properties window (as shown above) the IP address that is entered must be within the same range as the default IP address '192.168.1.100' in this example we are using '192.168.1.150'. The range of IP addresses can be between 1 to 255. Only the last set of digits of the IP address needs to be changed '192.168.1.n' where n = 1 to 255.

After completing the details (as shown above) click on 'OK' and close all windows and exit 'Control Panel'.

Your PC/laptop is now ready to change the EWSi default IP address to one suitable for your network.
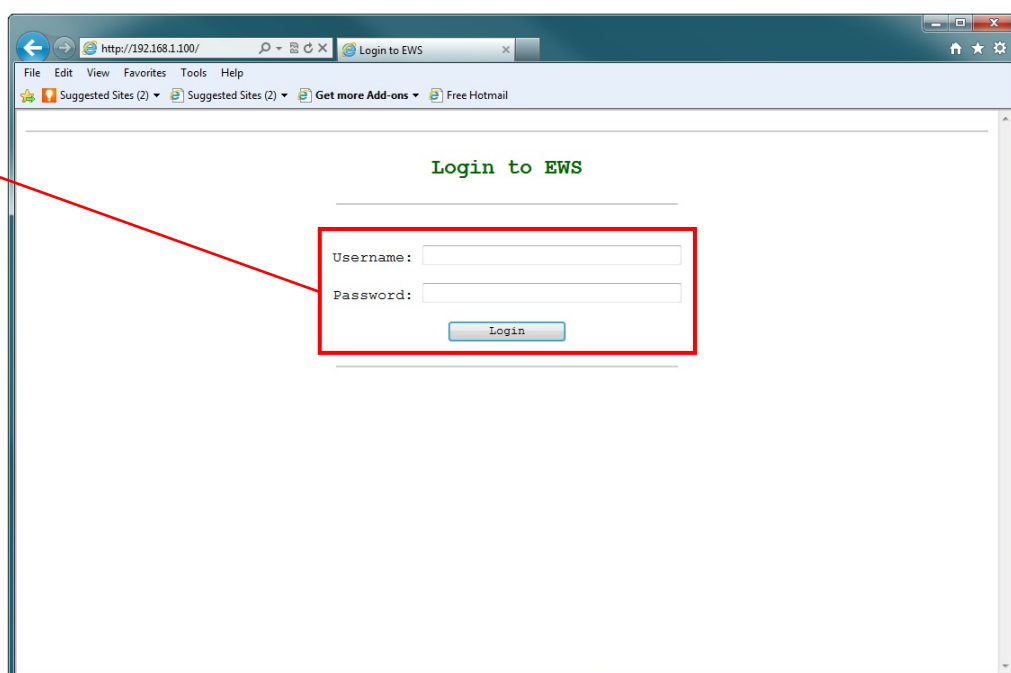
Repeat these steps later to restore your PC/laptop back to its original settings.

Next click on the internet browser icon on your desktop and enter the following web address 'http://192.168.1.100/' as shown then click on the search icon.
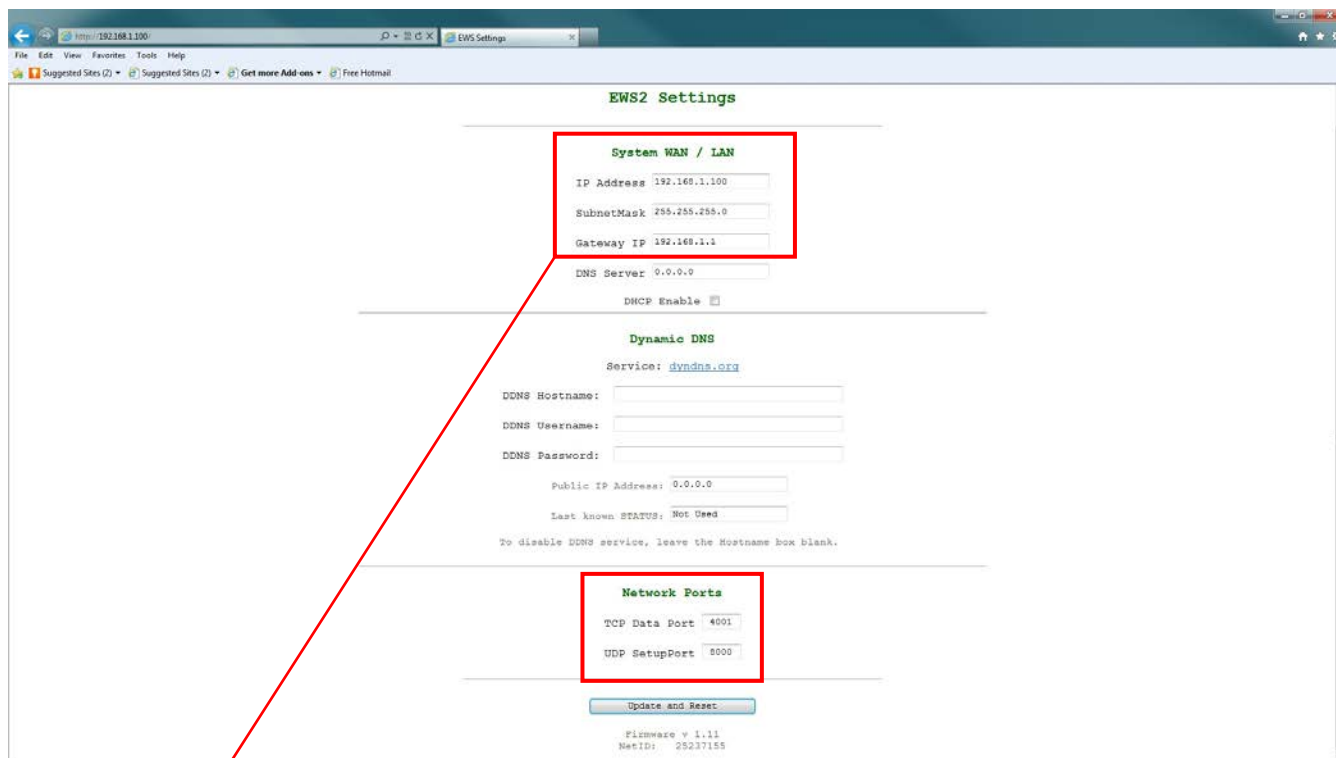

The following 'Login to EWS' web page should appear. Enter the default Username (in lower case) and Password then click on the 'Login' button.

Username: admin
Password: 00000000

The 'EWS2 Settings' web page should appear with the following EWSi default information already highlighted in the IP Address, SubnetMask and Gateway IP fields.

System WAN / LAN
IP Address: 192.168.1.100
SubnetMask: 255.255.255.0
Gateway IP: 192.168.1.1

The IP Address, SubnetMask and Gateway IP can now be changed. This information can be obtained from the network administrator. Please also ensure that the Network Ports, 'TCP Data Port' and 'UDP SetupPort' are unblocked on the networks firewall this may have to be arranged through the network administrator as well.

Once all details have been updated on the 'EWS2 Settings' web page click on the 'Update and Reset' button.
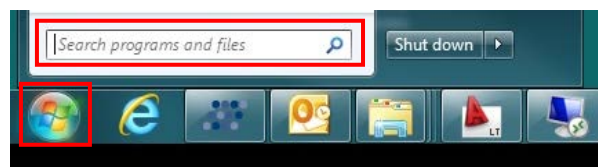
IMPORTANT NOTE!
Once you change the IP address you may not be able to connect using the PC/Laptop without repeating the previous steps to make the PC/Laptop part of the same subnet as the controller.
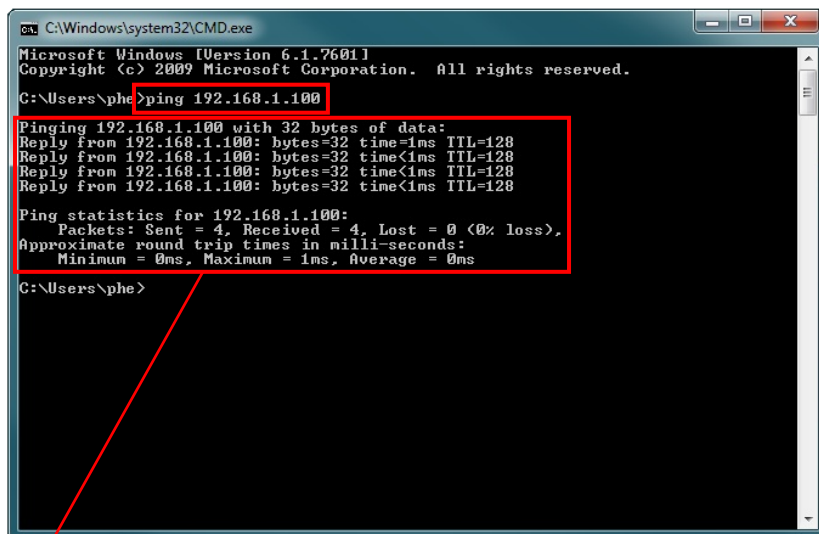
CHECKING EWSi IS COMMUNICATING WITH THE PC/LAPTOP

Prior to changing the IP address of the EWSi controller on the 'EWS2 Settings' web page it is possible to confirm if the PC/Laptop is communicating with the EWSi controller. The following steps show you how to do this. These steps can also be used once the EWSi is connected to its chosen network.

First click on the start menus Windows icon in the bottom left of the screen and type in 'CMD' in the 'search programs and files' search field. Then click on 'CMD' from the Programs list.

The Windows command prompt window will appear. Type in the following command 'ping 192.168.1.100' and then press 'enter'. At this point data will be sent from the PC/Laptop to the EWSi controller and then returned. Ensure that the following information has been returned as shown below.

Pinging 192.168.1.100 with 32 bytes of data:
Reply from 192.168.1.100: bytes=32 time=1ms TTL=128
Reply from 192.168.1.100: bytes=32 time<1ms TTL=128
Reply from 192.168.1.100: bytes=32 time<1ms TTL=128
Reply from 192.168.1.100: bytes=32 time<1ms TTL=128
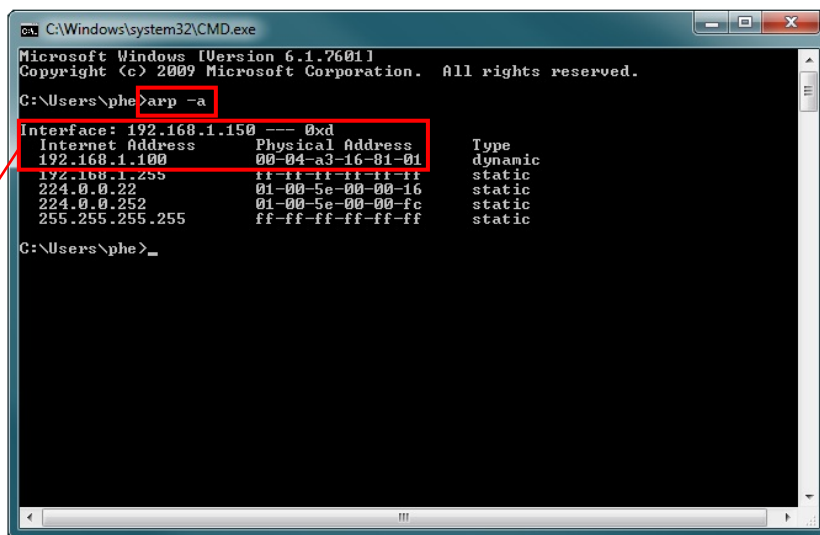
Ping statistics for 192.168.1.100:
        Packets: Sent = 4, Received = 4, Lost = 0 (0% loss),
Approximate round trip times in milli-seconds:
        Minimum = 0ms, Maximum = 1ms, Average = 0ms

Next type in the following command 'arp -a' in the command prompt window and then press 'enter'. This command is used to confirm the MAC address (physical address) of the EWSi controller and confirm that there is communication between the PC/Laptop and EWSi controller. The following information will be displayed.

Interface: 192.168.1.150 ---0xd
Internet Address   Physical Address
192.168.1.100   00-04-a3-16-81-01

The 'Interface' is the current IP address of the PC/Laptop, the 'Internet Address' is the default IP address of the EWSi controller and the 'Physical Address' is the MAC address of the EWSi controller. The Physical address (as shown above) can be verified against the Serial No. and MAC address label on the EWSi controller itself.

APPENDIX

WINDOWS VISTA

1. Open the start menu from the Windows icon in the bottom left of the screen and select 'control panel' from the list on the right hand-side.
2. Select the option 'View network status and tasks'.
3. Select 'Manage network connections'.
4. Double click on 'Local Area Connection'.
5. Select the button 'Properties' at the bottom of the window.
6. Select 'Internet Protocol Version 4 (TCP/IPv4)' from the list, then select 'Properties'.
7. Before changing any settings in this window first make a note of the current IP Address, Subnet mask and default gateway settings as you will need to restore them once the task is complete.
8. Complete the information as described on page 6.
9. After completing the details click on 'OK' and close all windows and exit 'control panel'.
10. Your PC/Laptop is now ready to change the EWSi default IP address to one suitable for your network.
11. Follow the steps as described on page 7 and 8 to change the IP address of the EWSi controller.

WINDOWS 2000/XP

1. Open the start menu from the Windows icon in the bottom left of the screen and select 'control panel'.
2. In the 'control panel' window double-click on the 'Network and Dial-Up' connections icon.
3. Click on 'Local Area Connection' to bring up a 'local area network status' window.
4. In the 'components checked are used by this connection' area, highlight 'Internet Protocol (TCP/IP)' and click on the 'Properties' button.
5. The Internet Protocol (TCP/IP) properties window will appear.
6. Before changing any settings in this window first make a note of the current IP Address, Subnet mask and default gateway settings as you will need to restore them once the task is complete.
7. Complete the information as described on page 6.
8. After completing the details click on 'OK' and close all windows and exit 'control panel'.
9. Your PC/Laptop is now ready to change the EWSi default IP address to one suitable for your network.
10. Follow the steps as described on page 7 and 8 to change the IP address of the EWSi controller.