

<b>Title:</b>	How to Use Contact List on Door Station	<b>Version:</b>	v1.0	<b>Date:</b>	3/8/2017
<b>Product:</b>	Video Intercom Device	<b>Page:</b>	1 of 3		



## Preparation

1. An indoor station and a door station(DS-KH8301WT & DS-KV8102-IM in this document);
2. Client software iVMS-4200 (V2.6.0.55 bulid20170223 in this document).
3. The indoor station and the door station have already added to 4200, the indoor station could receive calling from door station and unlock door.

**Note:**

The firmware version of all devices needs to be same (V1.4.70 or above).

## Steps:

1. Choose the door station, click **Remote Configuration**, Then go to **Intercom > Address List**, click **Download Templet** to get the excel file, input contact list on the excel file.

Device for Management (11)

						Filter
Device Type	Nickname	Connectio...	Network Paramet...	Device Serial No.	Security	Net Status
Indoor Sta...	10.5.8.153	TCP/IP	10.5.8.153:8000	DS-KH8300-T0120150727WR533033790CLU	Strong	
Indoor Sta...	10.5.8.150	TCP/IP	10.5.8.150:8000	DS-KH8301-WT0120150712WR530330919CLU	Strong	

- System
  - Device Information
  - General
  - Time
  - System Maintenance
  - User
  - RS485
- Intercom
  - ID Configuration
  - Time Parameters
  - Permission Password
  - Access and Elevator Control
  - IO Input/Output
  - Volume Input/Output
  - Address List**

### Import/Export Address List

**Import Door Contacts**

[Download Templet](#)

**Export Door Contacts**

Room	Name
101	Jack
9	Eric

The contact templete

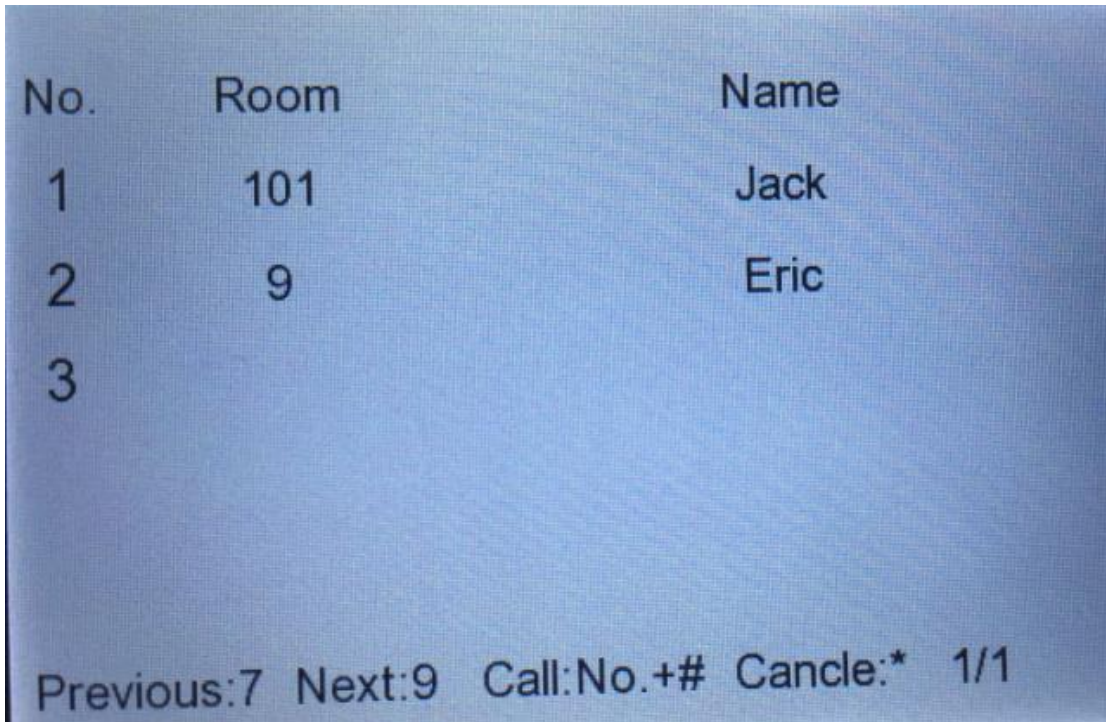
Tips: Fill in the room number on the left, fill in the contact name on the right

<b>Title:</b>	How to Use Contact List on Door Station	<b>Version:</b>	v1.0	<b>Date:</b>	3/8/2017
<b>Product:</b>	Video Intercom Device	<b>Page:</b>	2 of 3		



2. Click **Import File** and choose the contact list excel file you want to import.

3. On door station panel, push "\*" button on the door station keypad to enter contact list. Input No. and "#" to call residents. For Example, press 2# to call Eric.



<b>Title:</b>	How to Use Contact List on Door Station	<b>Version:</b>	v1.0	<b>Date:</b>	3/8/2017
<b>Product:</b>	Video Intercom Device	<b>Page:</b>	3 of 3		



**First Choice for Security Professionals**  
***HIK*VISION Technical Support**