



PRACTICAL GUIDE · 7IT TECHNOLOGIES

Video surveillance: preparing your project

Goals, choice of cameras, storage, security and rules to follow

● SECURE

A successful video surveillance installation is about more than the number of cameras. It starts with clear goals, continues with the right technical choices and comes with rules for security and privacy. This guide helps you prepare your project.

1. Define your goals

- ☐ Deter: a visible camera discourages some intrusions and thefts.
- ☐ Monitor live: follow your sites from a smartphone or a control station.
- ☐ Identify: recognize a person or a licence plate, which requires more detailed images.
- ☐ Keep evidence: quickly find an event and export it.

2. Map the areas to cover

- Entrances: gates, front doors, emergency exits, loading bays.
- Sensitive areas: checkout, stock, server room, car park.
- The outer perimeter, if the site is isolated or exposed.

Avoid: private areas (toilets, changing rooms), workstations filmed continuously and public spaces beyond what is strictly necessary.

3. Choose the cameras

Type	Strengths	Best use
Dome	Discreet, vandal-resistant	Indoors, lobbies, shops
Bullet	Long range, deterrent effect	Outdoors, façades, car parks
Pan-tilt-zoom (PTZ)	Can be steered and zoomed remotely	Large areas, live monitoring
Panoramic (fisheye)	360° view with a single camera	Rooms, warehouses, open spaces

Also check the resolution (higher for identifying than for observing), night vision, the ingress protection rating for outdoor use (IP66 or IP67) and power over the network cable (PoE), which simplifies installation.

4. Recording and storage

- A network video recorder (NVR) centralizes footage from all cameras.
- The capacity you need depends on resolution, frames per second, compression (H.265 greatly reduces the volume), continuous or motion-triggered recording, and the retention period.
- Surveillance-grade drives, and redundancy where possible, protect your recordings.

5. Secure the system

- ☐ Default passwords are changed on every camera and on the recorder.
- ☐ Cameras are on a network separate from the rest of the company.
- ☐ Remote access goes through a secure app or VPN, never through a port opened directly to the internet.
- ☐ Camera and recorder updates are applied regularly.
- ☐ A UPS keeps recording during power cuts.

6. Follow the rules

- Inform the people being filmed, for example with visible signs at the entrance.
- Keep footage only as long as strictly necessary and set up automatic deletion.
- Restrict access to footage to a few authorized people.
- In Europe, apply the GDPR. In Cameroon, comply with Law No. 2024/017 on the protection of personal data.

7. Pre-installation checklist

- ☐ Goals and areas to cover are defined.
- ☐ The camera layout plan is approved.
- ☐ The retention period is set.
- ☐ The people allowed to view footage are designated.
- ☐ Power, network and UPS are planned.
- ☐ Maintenance (cleaning, checks, updates) is scheduled.

Let's talk about your project

Need help? 7IT Technologies carries out the security survey, installs and secures your system, sets up smartphone access and handles maintenance.

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