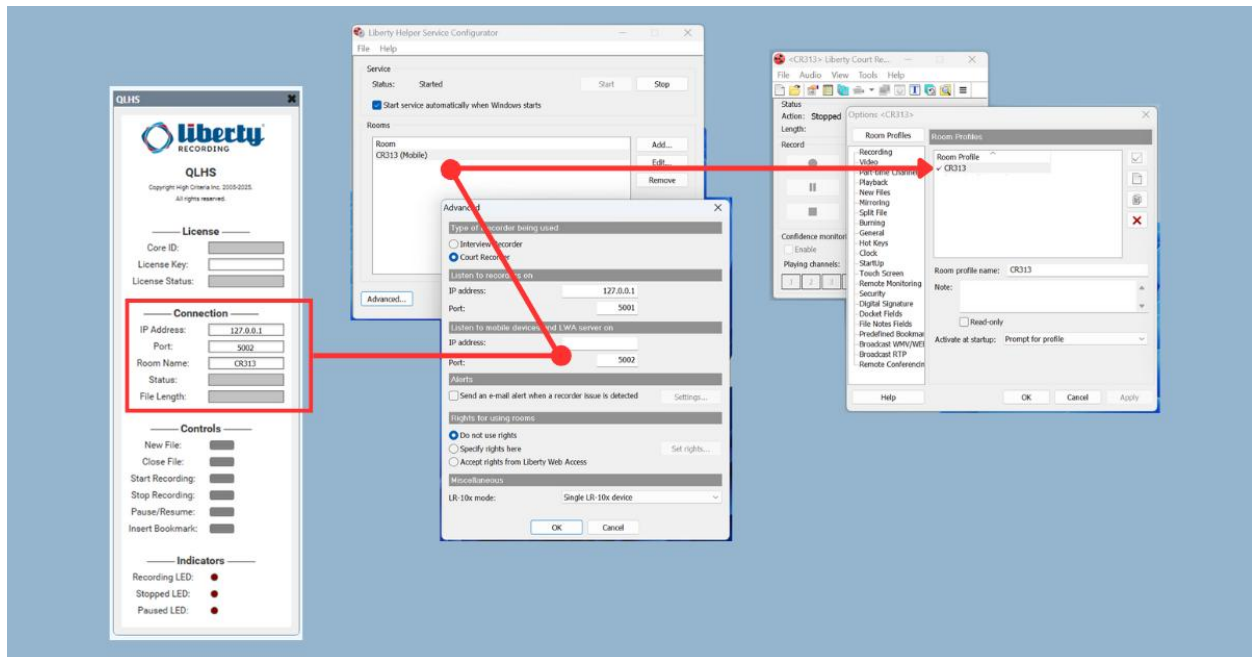




Setup & Configuration Guide:

Liberty Recorder Control Plugin for Liberty Helper Service (LHS) and Liberty Court Recorder (LCR)

Version 2.2.1 - July 2026

Introduction

The Liberty Recorder Control Plugin is a purpose-built solution designed to integrate Liberty Court Recorder (LCR) with Q-SYS, enabling seamless remote control and real-time monitoring of court recordings. By bridging the gap between Q-SYS Core and Liberty Helper Service (LHS), the Liberty Recorder Control Plugin allows operators to manage recording sessions directly from Q-SYS control panels, ensuring efficient workflow automation in judicial environments.

This guide provides step-by-step instructions for setting up and configuring the Liberty Recorder Control Plugin, including network integration, firewall rules, room profile management, and real-time status monitoring. It also covers best practices for communication between Q-SYS, LHS, and LCR, along with troubleshooting tips to resolve common connectivity and control issues.

Whether you are a systems integrator deploying the Liberty Recorder Control Plugin for the first time or an IT administrator optimizing an existing setup, this guide will help ensure reliable communication, streamlined recording operations, and secure system access for all users.

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PREREQUISITES

This guide is intended for individuals familiar with the setup and configuration of **Liberty Court Recorder (LCR)** and **Liberty Helper Service (LHS)**. If you are not familiar with the software or have questions regarding this guide, please contact **Liberty Recording** at sales@libertyrecording.com for more information.

SYSTEM REQUIREMENTS

- **Operating System:** Windows 10 or later (64-bit) / Windows Server 2016 or later
- **Network:** Q-SYS Core and the PC running LHS must be on the same network segment for proper communication.
- **Liberty Software:**
 - LCR and LHS can be installed on the same PC or separate PCs, depending on system design.
 - Both applications require Windows OS and administrative privileges for installation and operation.
- **Q-SYS Core Requirements:**
 - **UPDATE:** Version 2.0 and newer does not require a license key.

Version 2.2.1 Release Notes:

- Q-SYS Status indicators separated from detailed LHS information into two fields: "Status" and "Status Detail"
- Start / Stop state toggle added

NETWORK AND FIREWALL CONFIGURATION

Communication Flow Overview

To ensure proper operation, network permissions must follow this communication flow:

1. **Q-SYS → LHS → LCR**
 - Q-SYS sends commands and queries to LHS
 - LHS processes and relays them to LCR
2. **LCR → LHS → Q-SYS**
 - LCR sends status updates and responses to LHS
 - LHS forwards this data to Q-SYS



FIREWALL CONFIGURATION FOR EACH COMPONENT

Liberty Helper Service (LHS) Firewall Rules

- **Inbound Rules:**
 - Allow TCP Port 8080 (default) for incoming connections from Q-SYS and LCR
 - Allow LHS executable (LHS.exe) to receive traffic
- **Outbound Rules:**
 - Allow TCP Port 8080 (or specified port) for outgoing connections to Q-SYS and LCR

Liberty Court Recorder (LCR) Firewall Rules

- **Inbound Rules:**
 - Allow TCP Port 8080 (or specified port) for incoming requests from LHS
 - Allow LCR executable (LCR.exe) to receive traffic
- **Outbound Rules:**
 - Allow TCP Port 8080 (or specified port) for outgoing connections to LHS

Q-SYS Core Firewall Rules (if applicable)

- **Outbound Rules:**
 - Allow TCP Port 8080 (or specified port) for outgoing connections to LHS

NETWORK DISCOVERY AND COMMUNICATION

1. **Ensure all devices are on the same network segment**
 - Check IP addresses and subnets to verify connectivity
2. **Enable Network Discovery and File Sharing (if necessary)**
 - Open Control Panel > Network and Sharing Center > Advanced Sharing Settings
 - Enable Network Discovery and File & Printer Sharing

LIBERTY HELPER SERVICE (LHS) CONFIGURATION

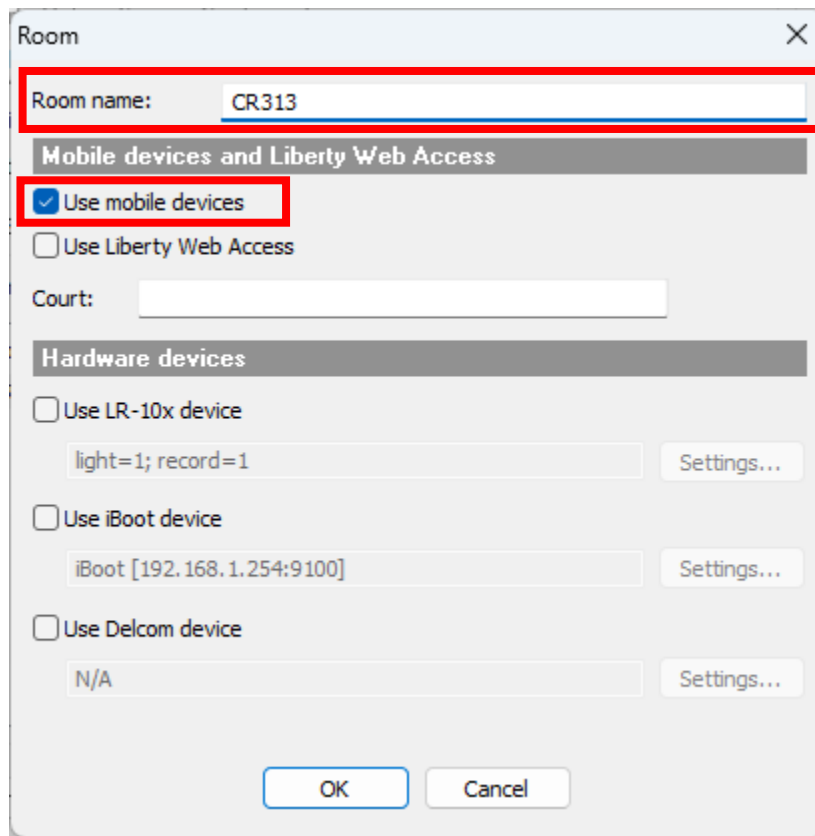
The Liberty Helper Service (LHS) functions as the network communication bridge between external devices and Liberty Court Recorder (LCR). It runs as a background service once configured.

Installation and Deployment Considerations

- A single installation of LHS can handle communication for multiple rooms.
- For single-room installations, it is recommended to install LHS on the same PC as LCR to simplify setup and communication.

Adding a Room / Recorder to LHS

After installing LHS, you must define a room and its associated recorder for control.

A screenshot of a "Room" configuration dialog box. The dialog has a title bar with "Room" and a close button. It contains several sections: "Room name:" with a text field containing "CR313"; "Mobile devices and Liberty Web Access" with a checked checkbox for "Use mobile devices" and an unchecked checkbox for "Use Liberty Web Access"; "Court:" with an empty text field; "Hardware devices" with three options: "Use LR-10x device" (unchecked) with a text field "light=1; record=1" and a "Settings..." button; "Use iBoot device" (unchecked) with a text field "iBoot [192.168.1.254:9100]" and a "Settings..." button; and "Use Delcom device" (unchecked) with a text field "N/A" and a "Settings..." button. At the bottom are "OK" and "Cancel" buttons. Red rectangles highlight the "Room name" field and the "Use mobile devices" checkbox.

The Liberty Recorder Control Plugin - Only Configuration Steps:

1. Add a Room

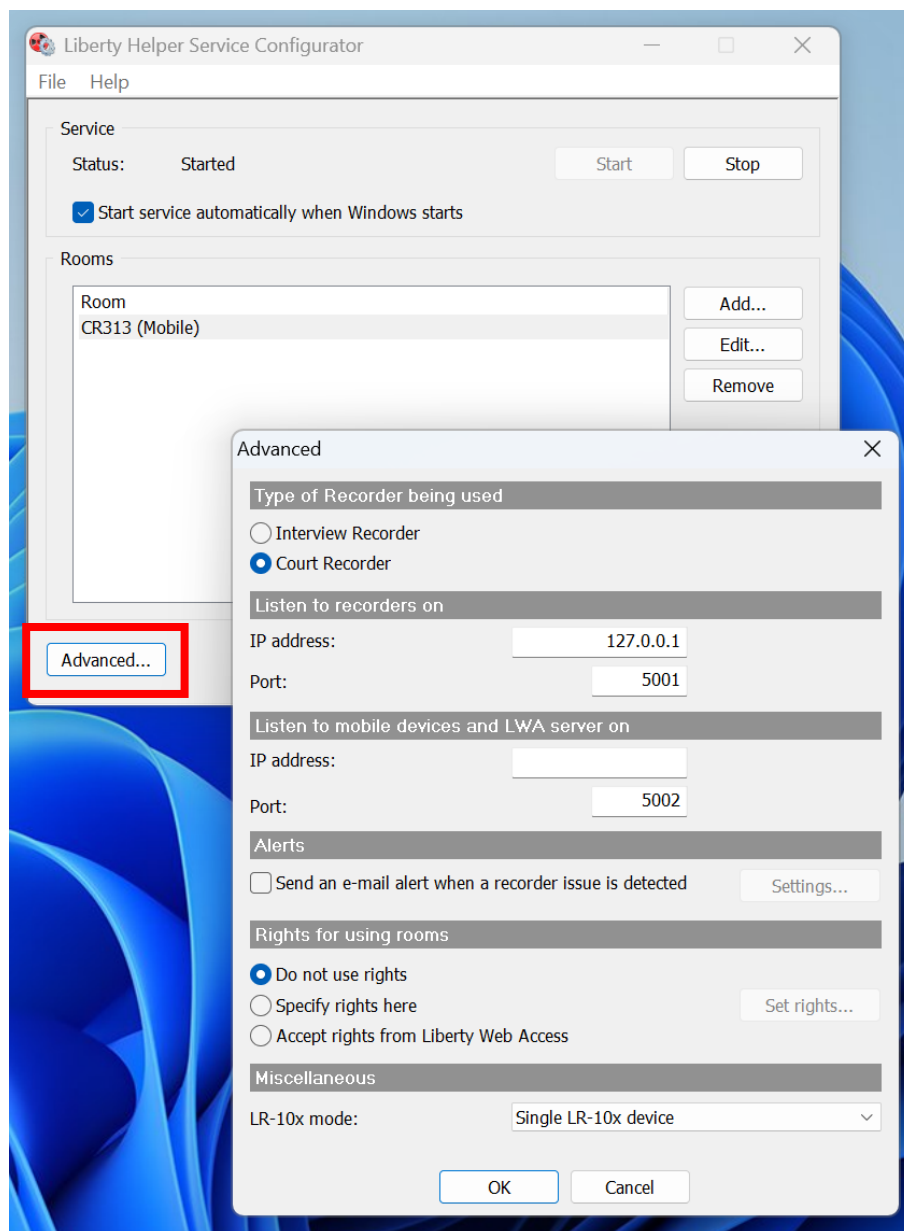
- Click "Add..."
- Enter a Room Name
- Select the "Use mobile devices" checkbox

2. Room Name Requirements

- The Room Name must match the Recording Profile Name in LCR
- Room names must be alphanumeric (letters and numbers only)
- Maximum 8 characters
- No spaces or special characters

Examples of Valid Room Names:

- HRA → Abbreviation for *Hearing Room A*
- CR313 → Abbreviation for *Courtroom 313*



Configuring Room Settings (Advanced Settings)

Once the room is added:

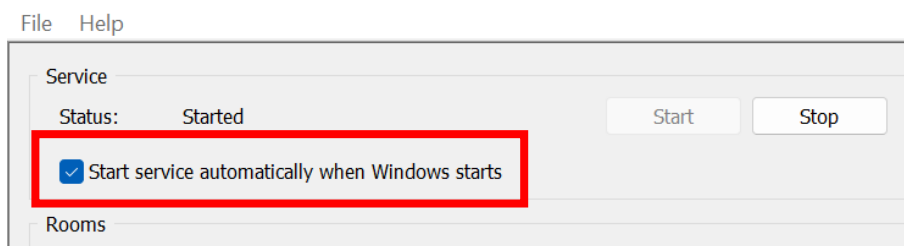
1. Select the Room from the List
2. Click 'Advanced' to open additional settings
3. Ensure that Liberty Court Recorder is selected as the recorder

Establishing IP Address & Port for LCR Communication

- Default Settings (When LHS and LCR Are on the Same PC)
 - IP Address: 127.0.0.1 (localhost)
 - Port: 5001
- Custom Settings (When LHS and LCR Are on Separate PCs)
 - The IP Address must match the recording PC's network address
 - Example: If the recording PC's IP address is 192.168.1.10, then LHS on a different PC must use 192.168.1.10
 - The Port must match what is set in LHS and LCR (Default: 5001)

Important Notes:

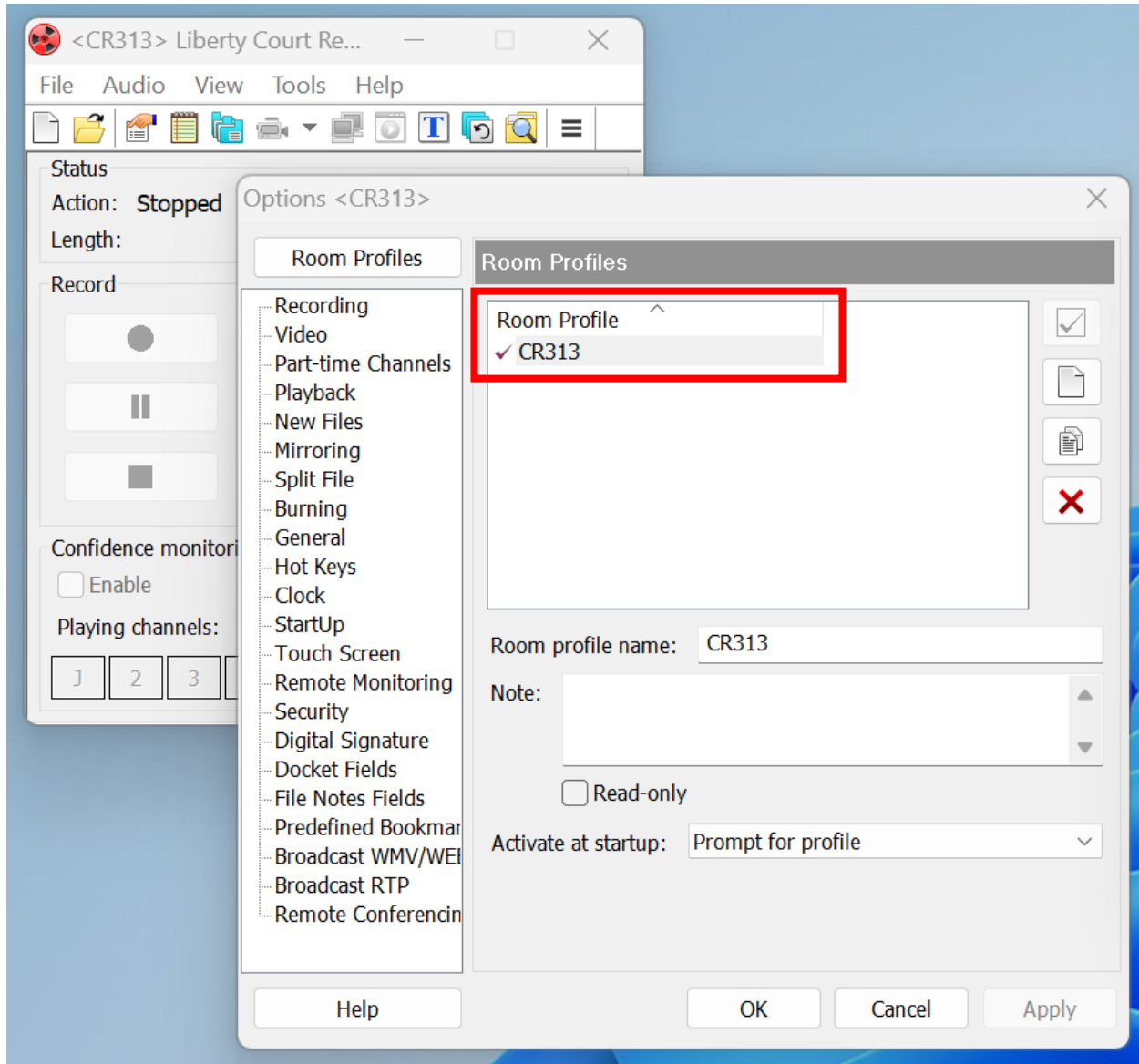
- If LHS and LCR are on separate PCs, ensure that Windows Firewall allows traffic on the specified port (default: 5001).
- Confirm that the network settings in LHS and LCR are correctly aligned to avoid communication failures.
- If the recording PC running LHS is restarted or shut down—while the Q-SYS Core and network switch remain online—the socket connection may close, causing the plugin to fail. To restore functionality, ensure the PC, LHS, and recorder application are running, then click the "Connect" button in the plugin to re-establish the connection.
- The plugin cannot launch Liberty Helper Service on Windows. To ensure it's always running, Liberty Recording recommends setting LHS to launch at Windows startup by enabling the corresponding checkbox.



LIBERTY COURT RECORDER (LCR) CONFIGURATION

To allow the Liberty Recorder Control Plugin to control a specific recorder, the profile name for the room must be identical across:

- The Liberty Recorder Control Plugin
- Liberty Helper Service (LHS)
- Liberty Court Recorder (LCR)

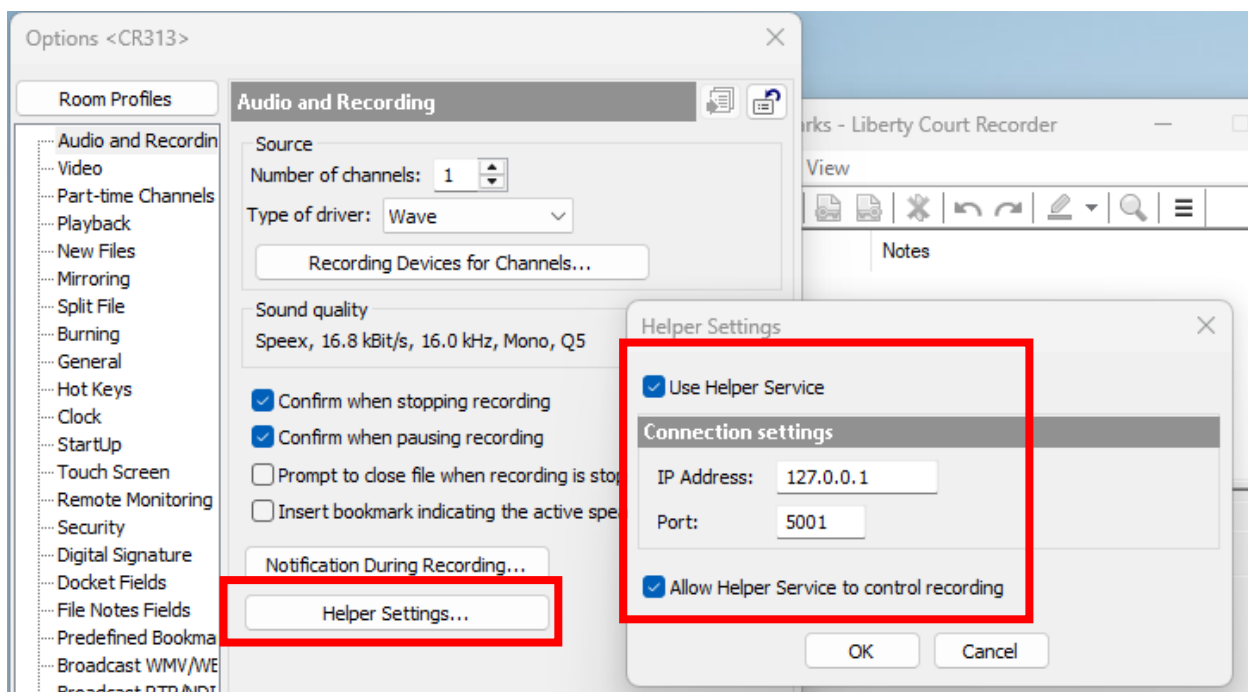


Once the profile name is consistent, you must enable external control in LCR.

Enabling External Control in LCR

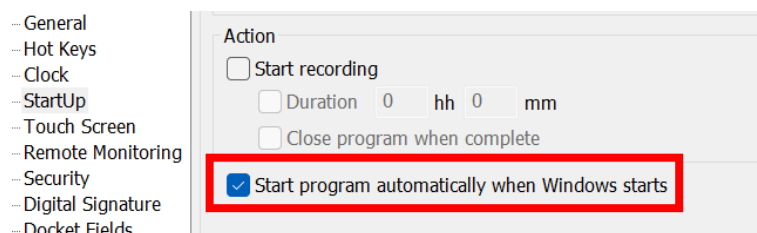
1. Open Liberty Court Recorder (LCR)
2. Navigate to Options > Recording > Helper Settings...
3. Check both:
 - "Use Helper Service"
 - "Allow Helper Service to control recording"

These settings allow Liberty Helper Service (LHS) to communicate with LCR and control recording functions. For firewall and network configuration details, please refer to the Liberty Helper Service (LHS) Configuration section.



Important Notes:

- Similar to LHS, the plugin cannot launch the recorder application on Windows. To ensure it's always running, Liberty Recording recommends setting the recorder to launch at Windows startup—either via View > Options > Startup in the recorder or using Windows Task Scheduler.





THE LIBERTY RECORDER CONTROL PLUGIN OVERVIEW

The Liberty Recorder Control Plugin is designed to facilitate seamless communication between a Q-SYS Core and Liberty Helper Service (LHS). It provides a direct interface for controlling and monitoring a profile in Liberty Court Recorder (LCR) from within the Q-SYS environment.

Key Features:

- Real-time status and recording file length for Liberty recorders
- Remote commands: (Start, Stop, Pause, New File, Close File, Insert Bookmark)
- Synchronized event logging within Q-SYS

By leveraging TCP/IP, the Liberty Recorder Control Plugin ensures a stable and efficient data exchange between Q-SYS and Liberty recording software, allowing operators to trigger essential recording functions directly from Q-SYS control panels..

CONFIGURING LIBERTY RECORDER CONTROL PLUGIN IN Q-SYS DESIGNER

Once the plugin is added to the schematic, the following settings must be configured:

Set the IP Address and Port

- IP Address → Must match the PC where Liberty Helper Service (LHS) is installed
- Port → Must match the port configured in LHS (Default: 5002)
- Do not use 127.0.0.1 (localhost) as the IP Address.

Set the Room Name

- The room name must match both LHS and LCR. See LHS Configuration for name requirements.

Liberty Recorder Control Plugin 2.2
✕



Liberty Recorder Control

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Connection

IP Address:

Port:

Room Name:

Status:

Status Detail:

File Length:

Connection Actions

Connect:

Clear / Reset:

Recorder Controls

New File:

Close File:

Start Recording:

Stop Recording:

Start / Stop:

Pause / Resume:

Insert Bookmark:

Indicators

Recording LED:

Stopped LED:

Paused LED:

THE LIBERTY RECORDER CONTROL PLUGIN CONTROLS

Status / Status Detail

The status fields in the Liberty Recorder Control Plugin display real-time messages based on the recorder's connection state and activity. Below are the possible statuses for 'Status Detail' and their meanings:

“Launch LHS / Check Room”

- Q-SYS cannot communicate with Liberty Helper Service (LHS).
- Possible causes:
 - LHS is not running.
 - Firewall restrictions are blocking communication.
 - The IP Address and Port settings for LHS are incorrect.
- Solution: Ensure that LHS is running, check the IP Address and Port, and verify that firewall rules allow TCP traffic.

“LHS Connected”

- Q-SYS successfully connects to LHS (IP Address & Port are correct).
- Issue: No room name is defined in LHS.
- Solution: In LHS, add a room and ensure it matches the Recording Profile Name in LCR.

“LHS Connected / Check Recorder”

- Q-SYS can communicate with LHS, but one of the following issues exists:
 - The Room Name is incorrect or missing in LHS.
 - LHS cannot find an open recorder profile.
- Solution:
 - Verify that the Room Name in LHS matches the Recording Profile Name in LCR.
 - Ensure that LCR is running with an open profile.

“Recorder Connected / No File”

- Q-SYS successfully communicates with LHS and LHS communicates with LCR.
- Issue: The recorder is open, but no file is currently open.
- Solution: Click “New File” in the Liberty Recorder Control Plugin or open an existing file on the recording PC.

“Recorder Stopped / File Open”

- The recorder is connected, and a file is open, but no recording is active.
- Typical scenario: This occurs with new files, where the recording time reads 00:00:00.
- Solution: Click “Start Recording” to begin recording.



“Recording Stopped”

- The recorder is not recording.
- This status shows the file length at the time recording was stopped.
- Solution: Click “Start Recording” to resume recording or “New File” to create a new file.

“Recording”

- The recorder is actively recording.
- The file length counter updates in real time.
- Solution: Click “Stop Recording” to stop or “Pause” to temporarily pause recording.

“Recording Paused”

- The recorder is paused.
- The file length stops updating, and the Liberty Recorder Control Plugin activates a blinking LED and periodic beep (if enabled).
- Solution:
 - Click “Pause” again to resume.
 - The “Start Recording” button will NOT unpause the recorder.
 - The “Stop Recording” button can be used to stop the paused session if needed.

File Length

- Displays the current recording duration when a file is open.
- Format = HH:MM:SS (Hours:Minutes:Seconds).

RECORDER CONTROLS

Connect

- Establishes connection between the Liberty Recorder Control Plugin and Liberty Helper Service.
- Helpful for when the recording PC or Network Switch is shutdown or restarted.

Clear / Reset

- Disconnects Q-SYS from LHS and clears values in all fields.



New File

- Opens a new recording file.
- If a file is already open, it must be closed first before opening a new one.

Close File

- Stops recorder and closes the active recording file.

Start Recording

- Begins recording (a file must be open for recording to start).

Stop Recording

- Stops the current recording.

Start / Stop

- Toggle state that starts or stops the current recording.

Pause / Resume

- Pauses an active recording.
- Click the same button again to resume recording. You cannot unpause by pressing “Start Recording”—use the same “Pause” button.
- The “Stop Recording” button will exit pause mode and stop the recording.

Insert Bookmark

- Inserts a timestamped bookmark (no speaker or notes) into the recording file.
- 1-second timeout before another bookmark can be inserted.

LED INDICATORS

The following LEDs visually indicate recorder activity and sync with the real-time status updates in the Liberty Recorder Control Plugin:

Recording Stopped LED → Turns on when the recorder is stopped.

Recording LED → Turns on when recording is active.

Paused LED → Turns on when the recorder is paused.