CardStation VisitorBook

Electronic Visitor & Staff Management System

VisitorBook Advantage

- **Professional Visitor ID Cards**
Designer for professional staff ID cards and visitors badges with photos, barcodes, magnetic stripe and smart chip encoding.

- **Verification**
Staff and visitors logged and verified rapidly, either manually or by swipe or RFID read.

- **Alerts and Messages**
Alerts for unregistered or banned visitors. E-mail notifications to staff.

- **Self-Registration**
Save resources with the highly configurable self-registration facility.

Professionally Manage Visitors To Your Organisation

CardStation from Willow Print Technologies is a suite of powerful integrated base station software packages for real-easy design and printing of Photo ID cards. VisitorBook is a specially tailored edition of CardStation to enable your organisation to professionally manage visits by staff and visitors.

In most organisations today, visitor data is still captured using pen and paper. With VisitorBook, all relevant visitor details are captured electronically in a secure visitor database, including a photo of the visitor, contact details and the name of the person being visited.

Business cards are electronically scanned and even biometric data in the form of a signature and fingerprints can be captured. In very little time, a new visitor is processed, issued with a freshly printed visitor identification card and checked in.
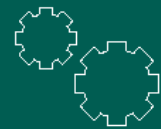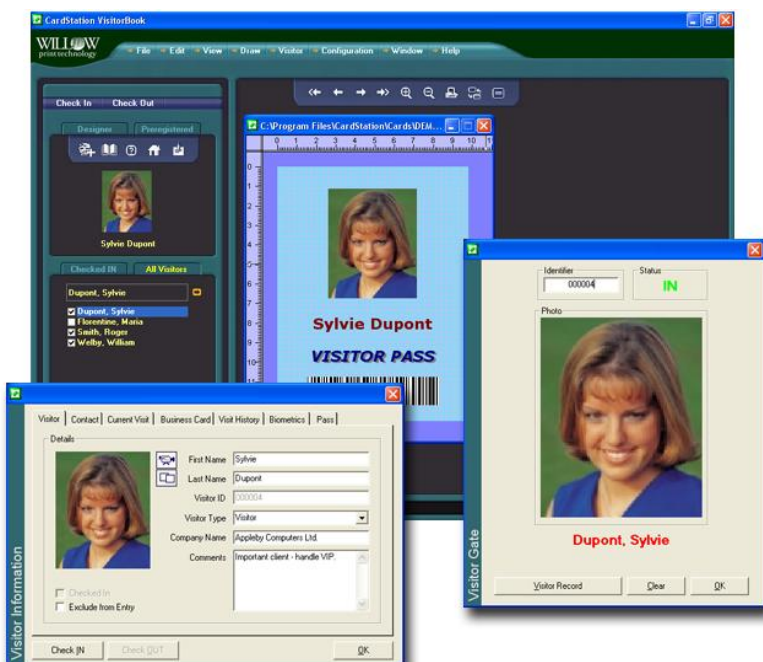
Technology at work for you
Feature Highlights

- Visitor Pre-Registration Facility - staff can pre-register visitors from any networked PC using a web-based intranet pre-registration facility.

- Biometrics - support for capturing visitor biometric data – photos, signatures and fingerprints.

- Staff Access Control - support for managing employee visits - maintaining employee records and issuing staff photo ID cards.

- Notifications - the ability to send various announcement e-mails to the person visited – used to announce by e-mail visitor's arrival, departure, movement, need for assistance, etc.

- Banned Visitors - the ability to mark visitors excluded from entry with alarms to signal entry attempts by excluded visitors.

- Pass Timeout - support for setting timeouts for visitor passes with alarms to signal out-of-date visitor passes.

- Security Desk - a facility called the *Visitor Gate* that allows security personnel to monitor visitors checking in and out, permitting photo verification in real-time.

- Network Support – an unlimited number of PCs running VisitorBook can easily be networked over a common LAN to share access to the visitor database.

- Self-Registration – visitors can self-register using the intuitive self-registration facility. Highly configurable, in PC or standalone touchscreen kiosk mode, contact details and photos may be captured and visitor passes printed.

State Of The Art Solution
Intuitive Graphical Interface

CardStation VisitorBook offers a unique new graphical user interface that is ergonomically designed to provide maximum ease-of-use.

TRACKING & REPORTS
View historic visitor data and generate advanced visit reports. Customisable reports can be generated using any combination of fields and criteria.

EMERGENCY EVACUATION
One click generation of emergency evacuation lists of people still on the premises or on site. Used for rapid evacuation of staff and visitors in the case of emergency such as fire or explosion.

ONE-CLICK LOGGING
Existing visitors are checked IN or OUT at the click of a button, or alternatively automatically by scanning of ID card or visitor badge.