

Visitor Management



ABOUT US

Technowave Group

Innovating with Advanced RFID and Software Solutions

Headquartered in the UAE, Technowave International has been delivering advanced RFID and software solutions since 1999. With branches in Bahrain, India, Oman, and Kuwait, and partners in Qatar and KSA, we also have a dedicated software development center in India.

Our innovative solutions empower businesses with:

- **Visitor Management Solutions**
- **Feedback Management Solutions**
- **RFID Asset Management**
- **RFID Warehouse Management**
- **RFID Inventory Management**

CURRENT PRACTICES FOR VISITOR MANAGEMENT

01 VISITOR REGISTER FOR CUSTOMERS TO ENTER DETAILS IN A REGISTER/BOOK

02 SAME PEN USED BY MULTIPLE VISITORS TO SIGN THE REGISTER FOR VERIFICATION

03 VISITORS WEAR IT AND ENTERS THE PREMISE COMES IN CONTACT WITH MULTIPLE PEOPLE

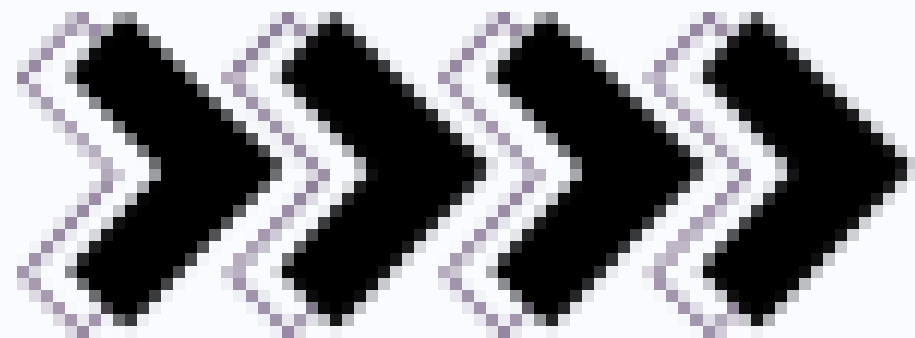
04 VISITOR REGISTER FOR CUSTOMERS TO ENTER DETAILS IN A REGISTER/BOOK

05 BADGES ARE RETURNED BACK WHEN THE VISITOR LEAVES THE PREMISE



Problems with Conventional Visitor Management

- Manual Data Entry
- Data Inaccuracy
- Security Gaps
- Slow Check-In/Out
- No Real-Time Reporting



- Repetitive Data Input
- Compliance Issues
- Lack of System Integration -
- No Real-Time Alerts
- Weak Badging System



Need for Visitor Management System After COVID-19

- Increased Demand for Unattended Systems
 - Reduces human interaction for safety
 - Automates processes to minimize contact
- Hygiene as a Top Priority
 - People avoid shared items and surfaces
 - Companies must ensure enhanced hygiene standards
- Drastic Changes Needed
 - Traditional methods are no longer sufficient
 - Modern, contactless solutions are essential to meet safety requirements

Why Use Our Solution

Cost-Effective and Efficient

- Budget-friendly visitor management solution.

Secure Mobile Number Verification

- OTP validation ensures authenticity.

Controlled Data Entry

- Only authorized security personnel enter data.

Zero Shared Items

- No sharing of badges, books, or pens.

Touchless Entry Pass

- Thermal receipt as entry pass, scanned and disposed.

Alternative Badging

- Barcode sticker with removable adhesive for chest.

Completely Contactless

- No need to touch gadgets, ensuring safety.

Enhanced Security Monitoring

- Visibility of visitors who did not exit.

ID Verification

- Supports Emirates ID to collect data for the ID Directy



Components of Visitor Management System

**Micro Kiosk
With Scanner**



ID Card Reader



Barcode Printer

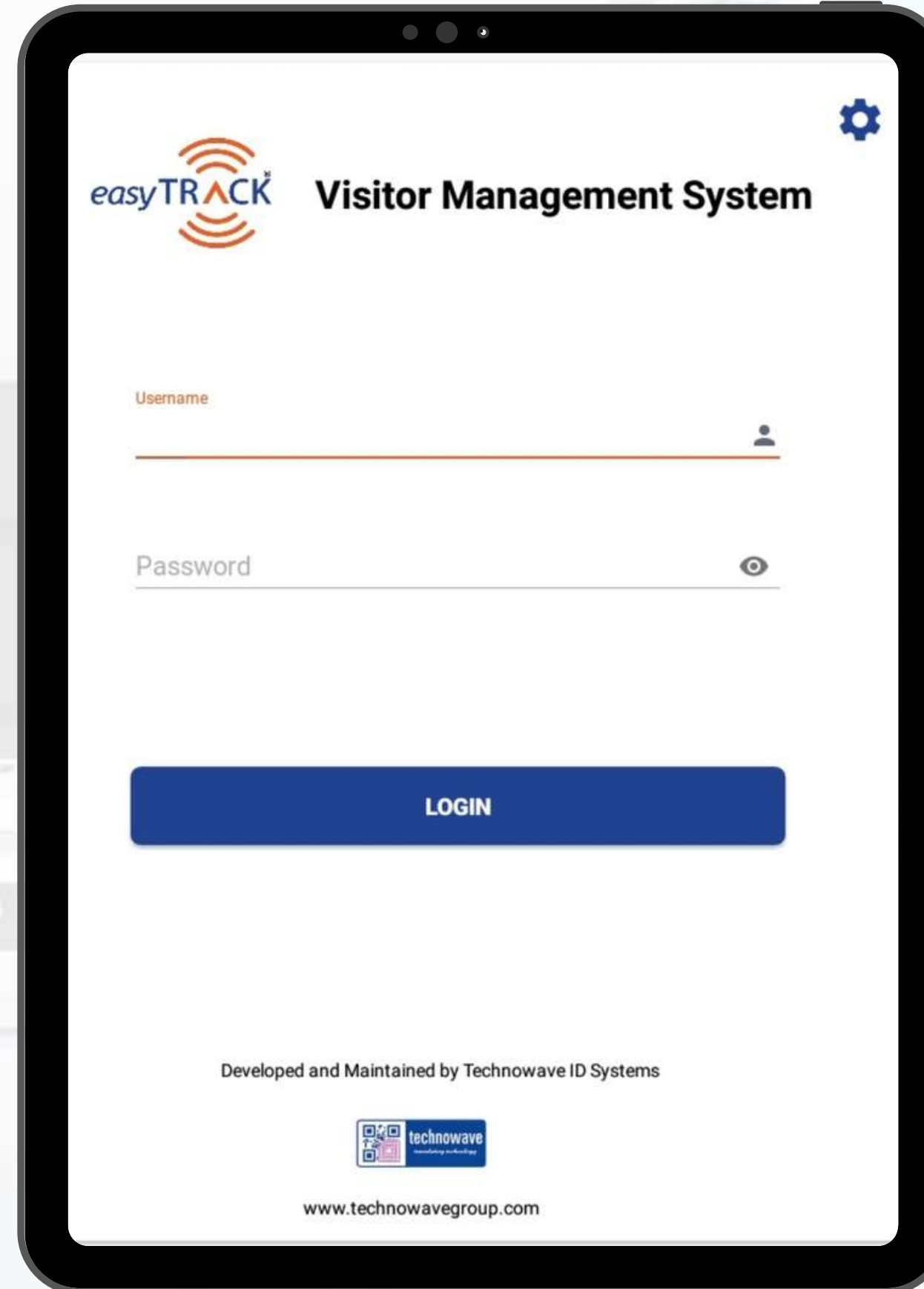


Web Application



Web Login

- Admin User can Login using the below credentials.
- Username- admin
- Password- *****



The image shows a tablet displaying the login interface for the easyTRACK Visitor Management System. The interface is clean and modern, with a white background and blue accents. At the top left is the easyTRACK logo, and at the top right is a gear icon for settings. Below the logo, the text "easyTRACK Visitor Management System" is displayed. The login form consists of two input fields: "Username" and "Password". The "Username" field has a red underline and a user icon on the right. The "Password" field has a red underline and an eye icon on the right. Below the input fields is a large blue button labeled "LOGIN". At the bottom of the screen, it says "Developed and Maintained by Technowave ID Systems" and includes the Technowave logo and the website address "www.technowavegroup.com".

easyTRACK Visitor Management System

Username

Password

LOGIN

Developed and Maintained by Technowave ID Systems

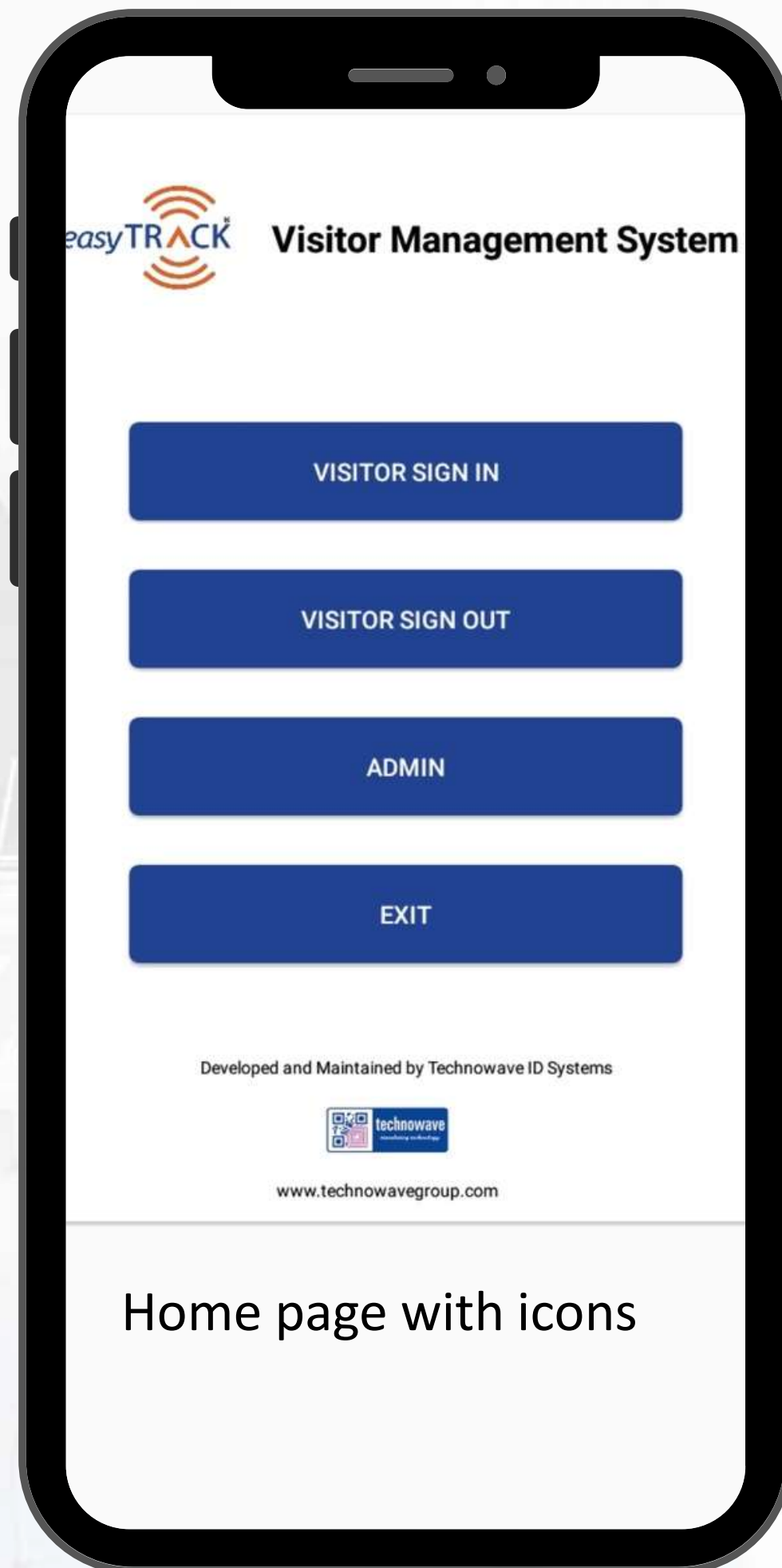
technowave
empowering technology

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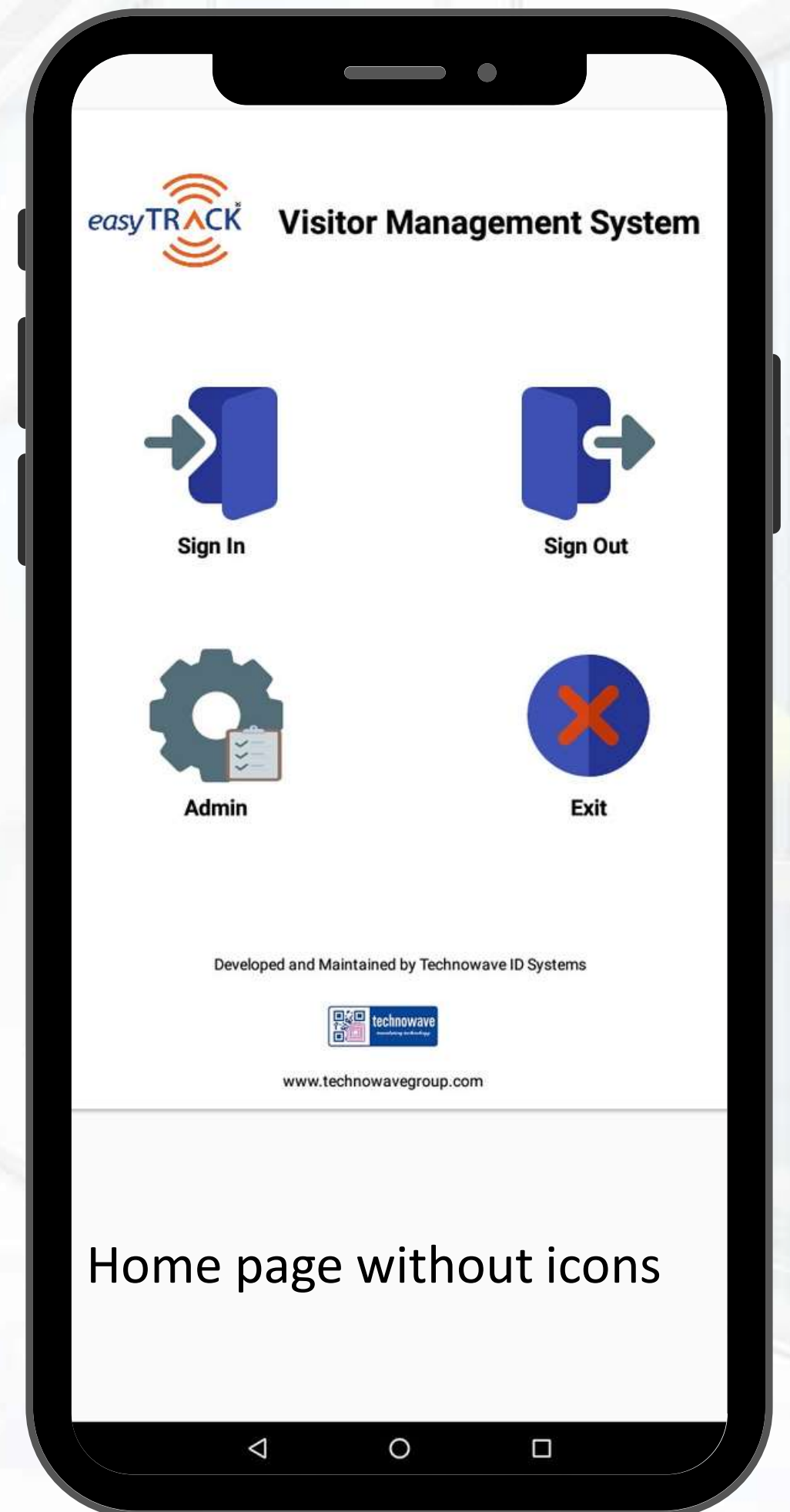
Home Page

Home Page with and without icons can be enabled by a toggle button in the settings page.

This is the default screen always visible for the visitors

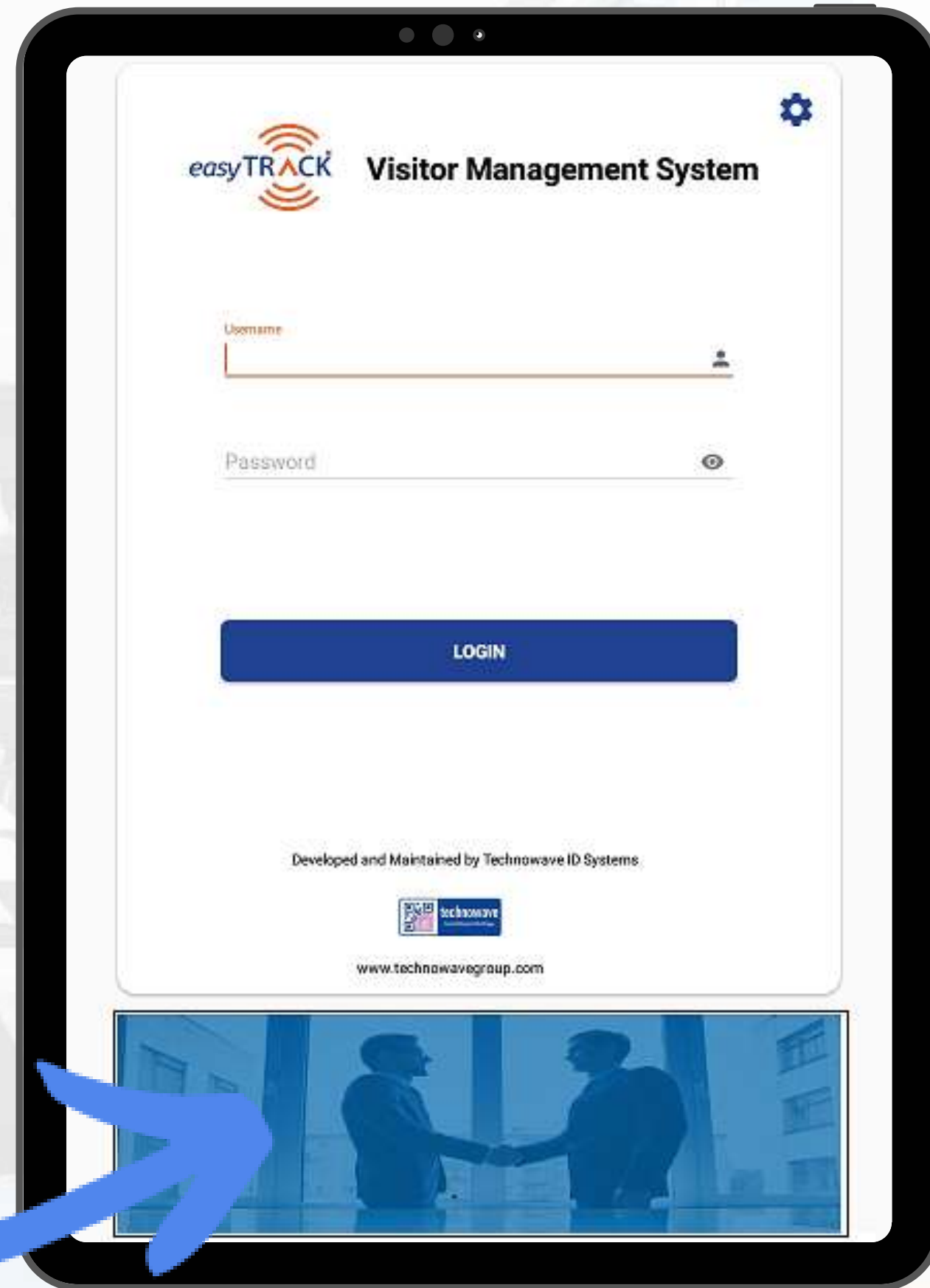


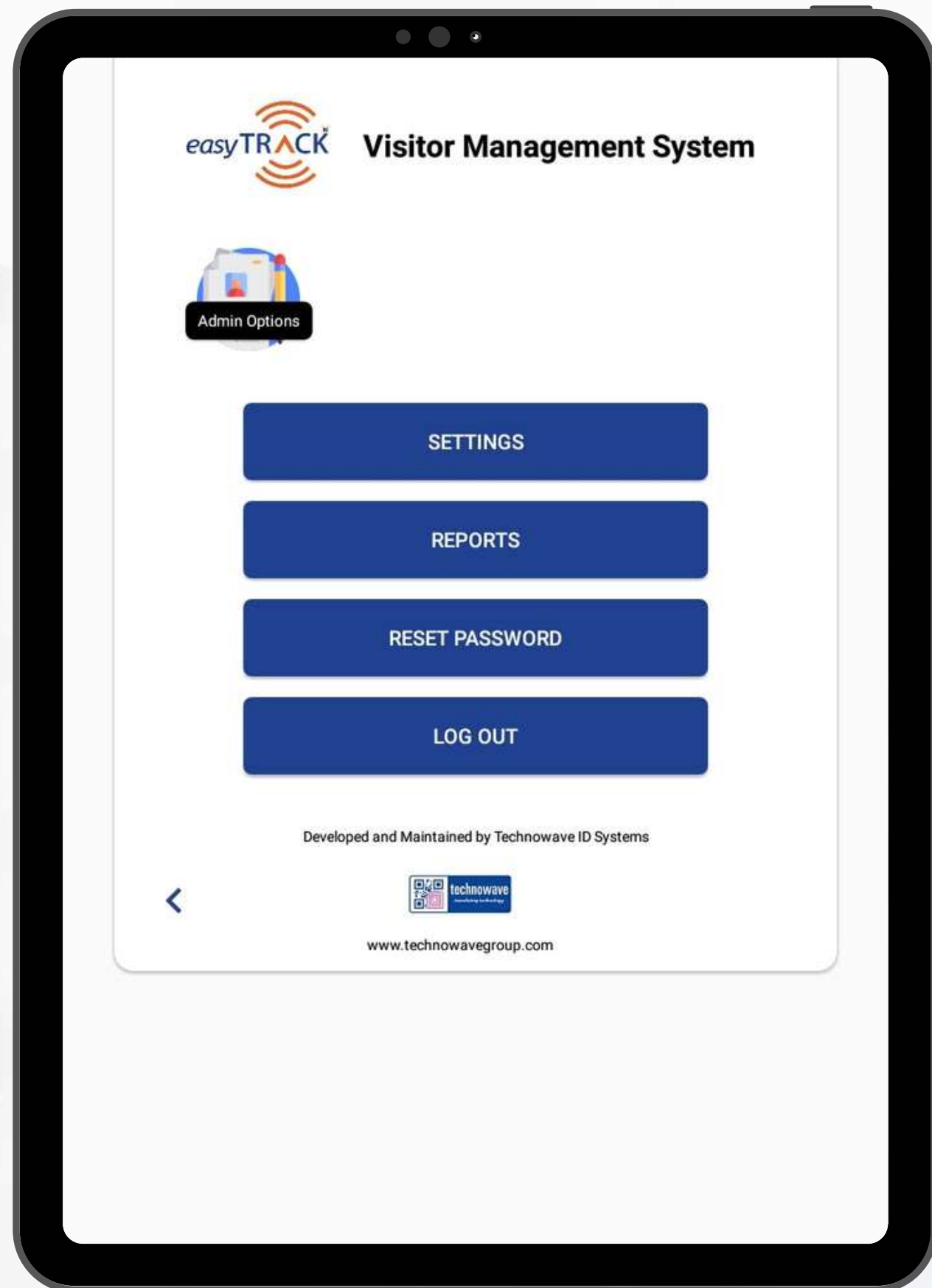
Home page with icons



Home page without icons

Home Page With Image Slider





Admin Options

- Tapping on Admin button from the Home Screen navigates to Admin options screen as shown
- In Admin options we will get the reports of all visitor details
- We can Reset the password here
- To access Admin option, password should be given

Settings

- Tapping on Settings from the Admin options screen navigates to the settings page as shown .
- Pass Number Type can be made Auto Generating or Manual
- If pass number type is selected as Auto Generating, the pass numbers for the visitors will be generated automatically.
- If pass number type is Manual, We need to enter the pass numbers for the visitors manually.
- Organization Type can be made as Single company or Multi company
- Guest details required can be make enable or disable based on the customer need

easyTRACK Visitor Management System

Settings

Pass Number Type Auto Generating Manual Selection

Max Pass No

Pass No Prefix

Organization Type Single Company Multi Company

Company Name

Mandatory Visitor Details

Name Mob No Mail ID

Address Organization Visitor Photo

Mandatory Visit Details

Person to meet Organization

Department Purpose

Home page with icons **Guest Details Required**

Country **Photo Printing**

SAVE

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Settings

- If Organization Type is selected as single company, Company name field will be enabled, and it should be entered manually.
- If organization type is Multi company, Company name field will be disabled.
- The checked check box fields indicate mandatory in the visitor and visit details page.
- If the details of the guest is not required, Guest Details Required toggle button can be disabled.
- Once the Guest Details Required toggle button is enabled, details of the guest should be entered
- Print Photo required can be make enable or disable as per customer need
- If it is enabled, photo will be printed on the Pass

easyTRACK Visitor Management System

Settings

Pass Number Type Auto Generating Manual Selection

Max Pass No

Pass No Prefix

Organization Type Single Company Multi Company

Company Name

Mandatory Visitor Details

Name Mob No Mail ID

Address Organization Visitor Photo

Mandatory Visit Details

Person to meet Organization

Department Purpose

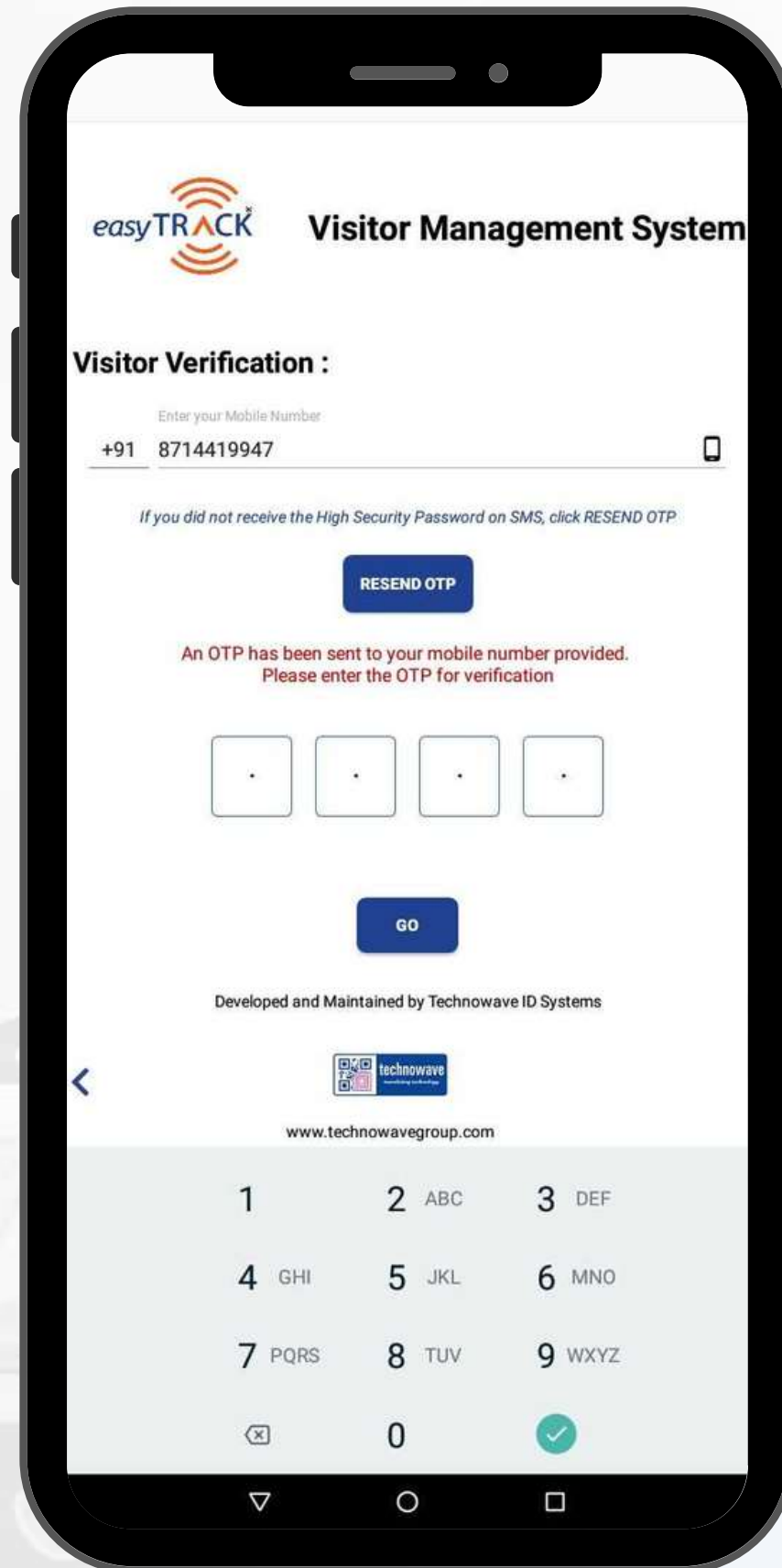
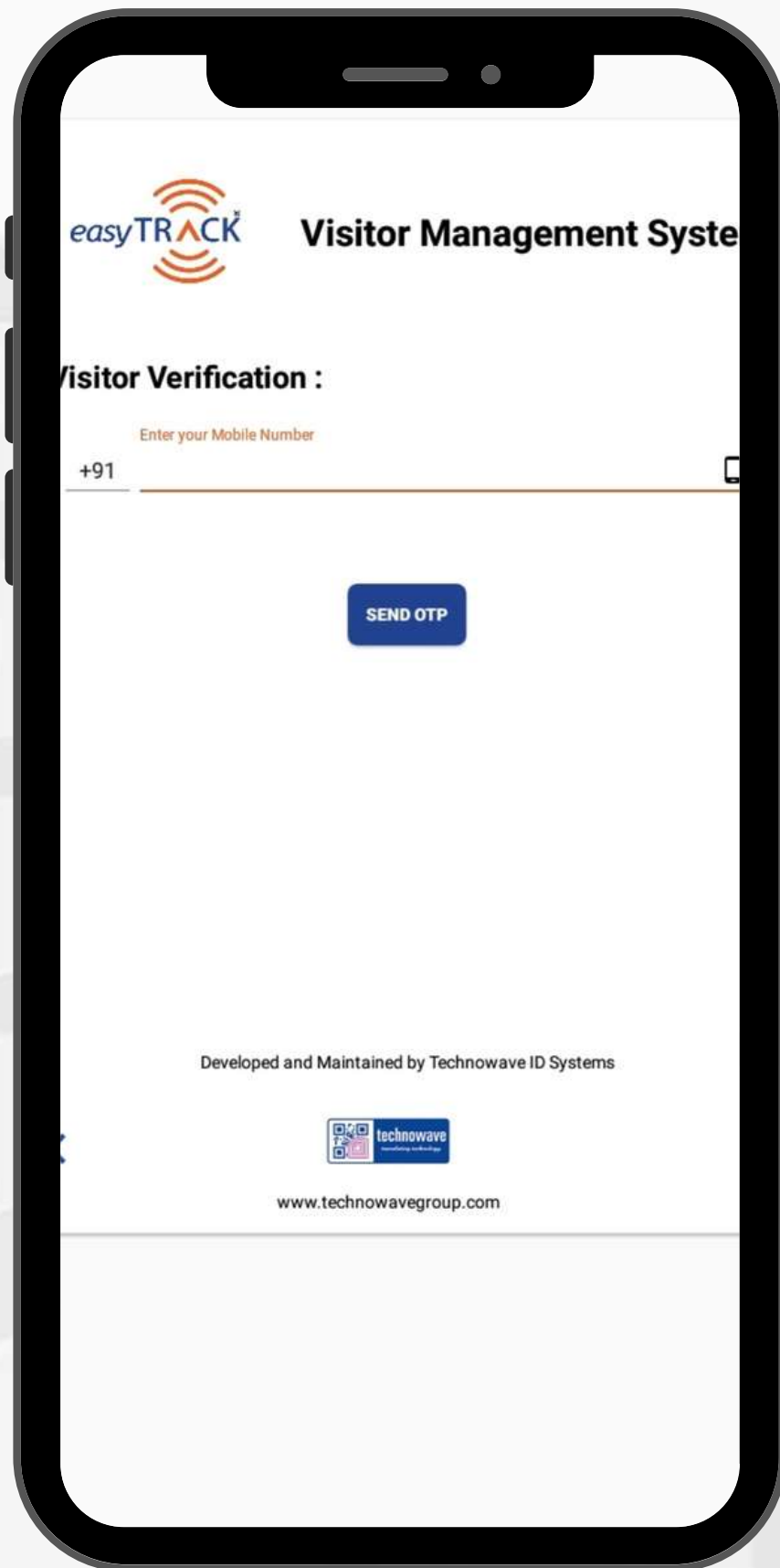
Home page with icons **Guest Details Required**

Country **Photo Printing**

SAVE

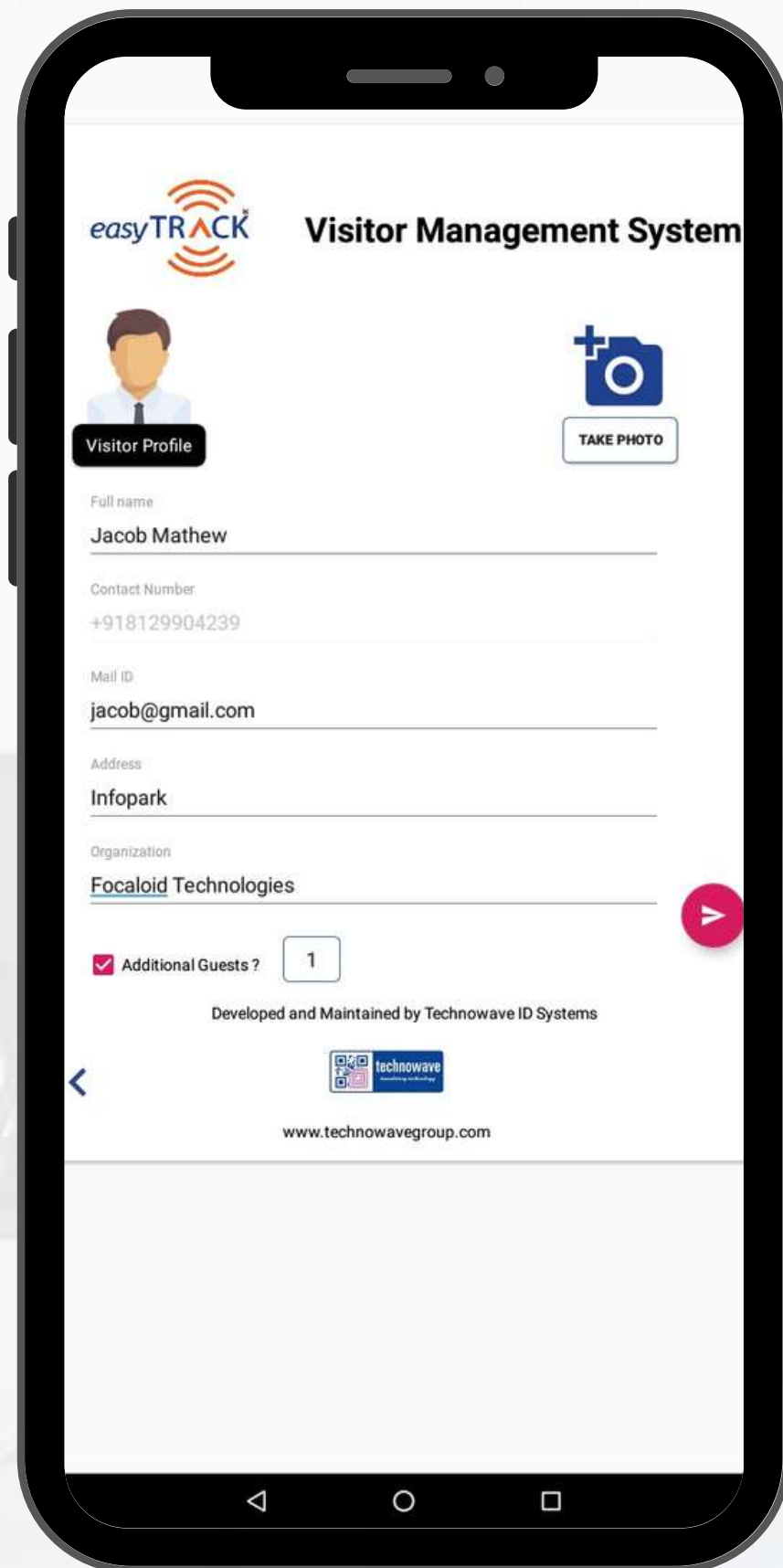
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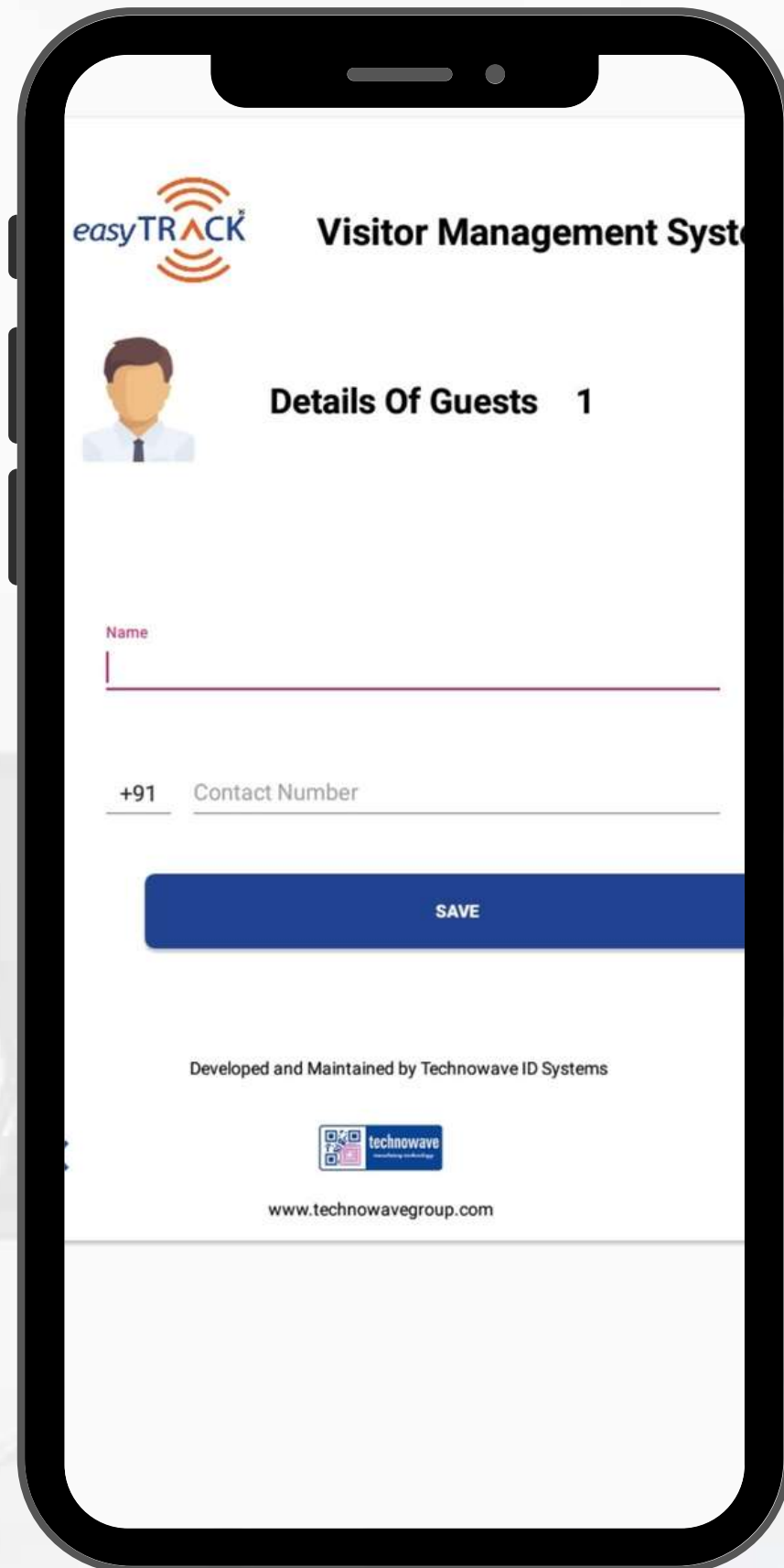
Visitors Sign In

- Tapping on Visitor sign In from the Home page navigates to Visitor Verification screen
- Entering the phone Number gives an OTP
- Visitor can choose resend OTP, if required



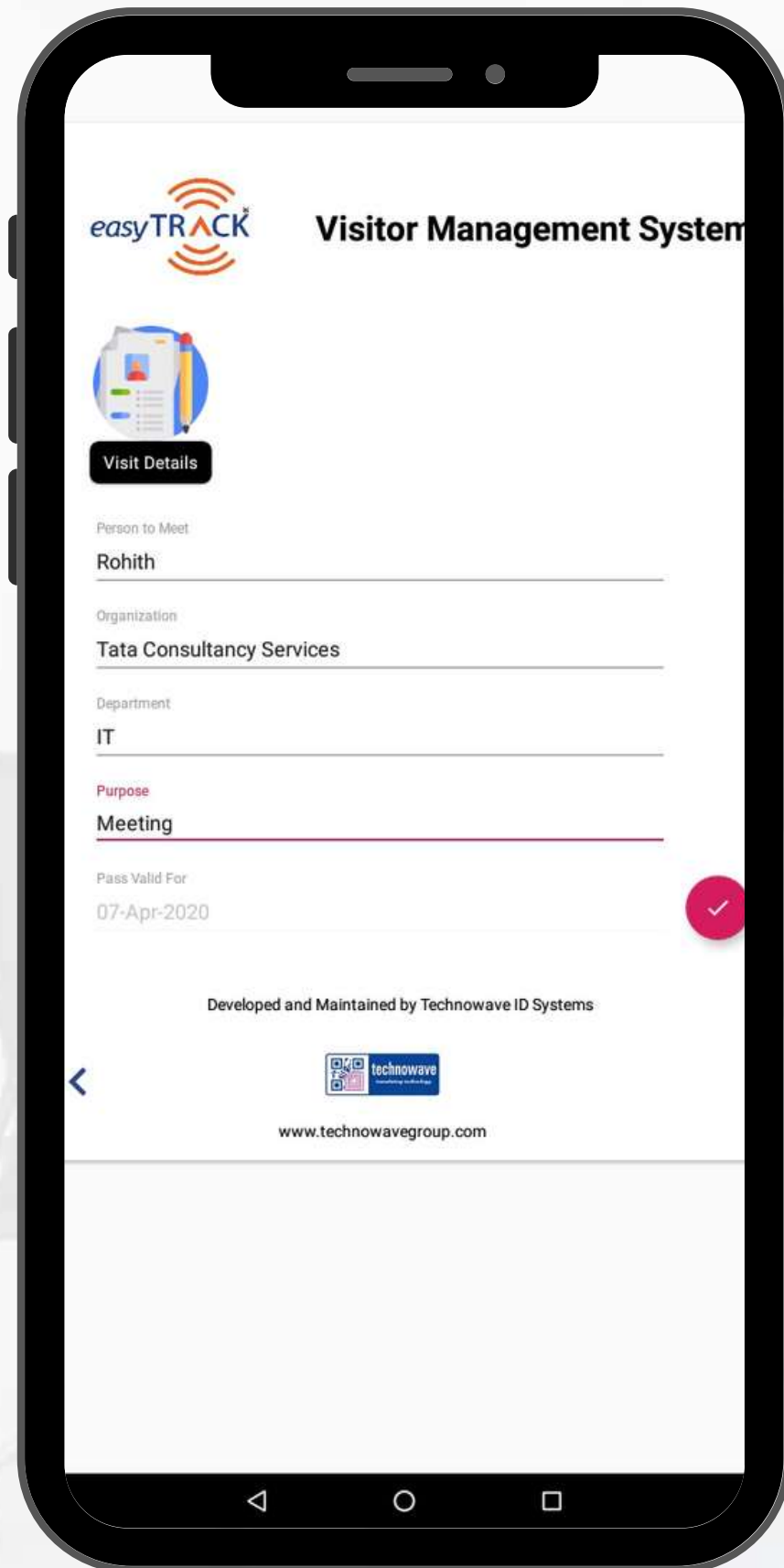
Visitors Profile

- User Profile can be updated from this screen
- Additional guests can be added from this screen
- If there is no additional guest, the check box can be unchecked
- If needed, provision is there to take the photo of the visitor
- To take the photo, tap on the button displayed on top right corner



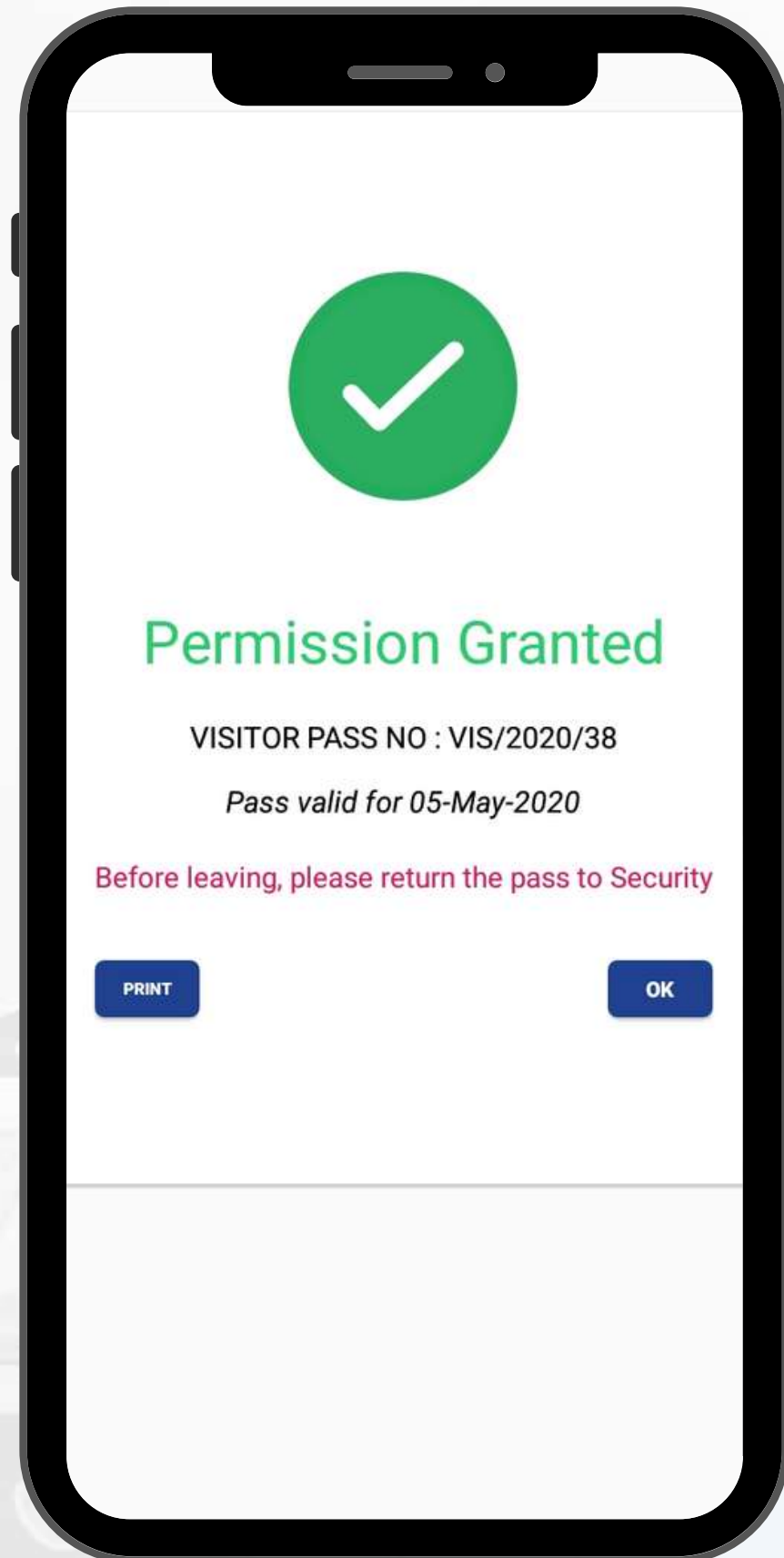
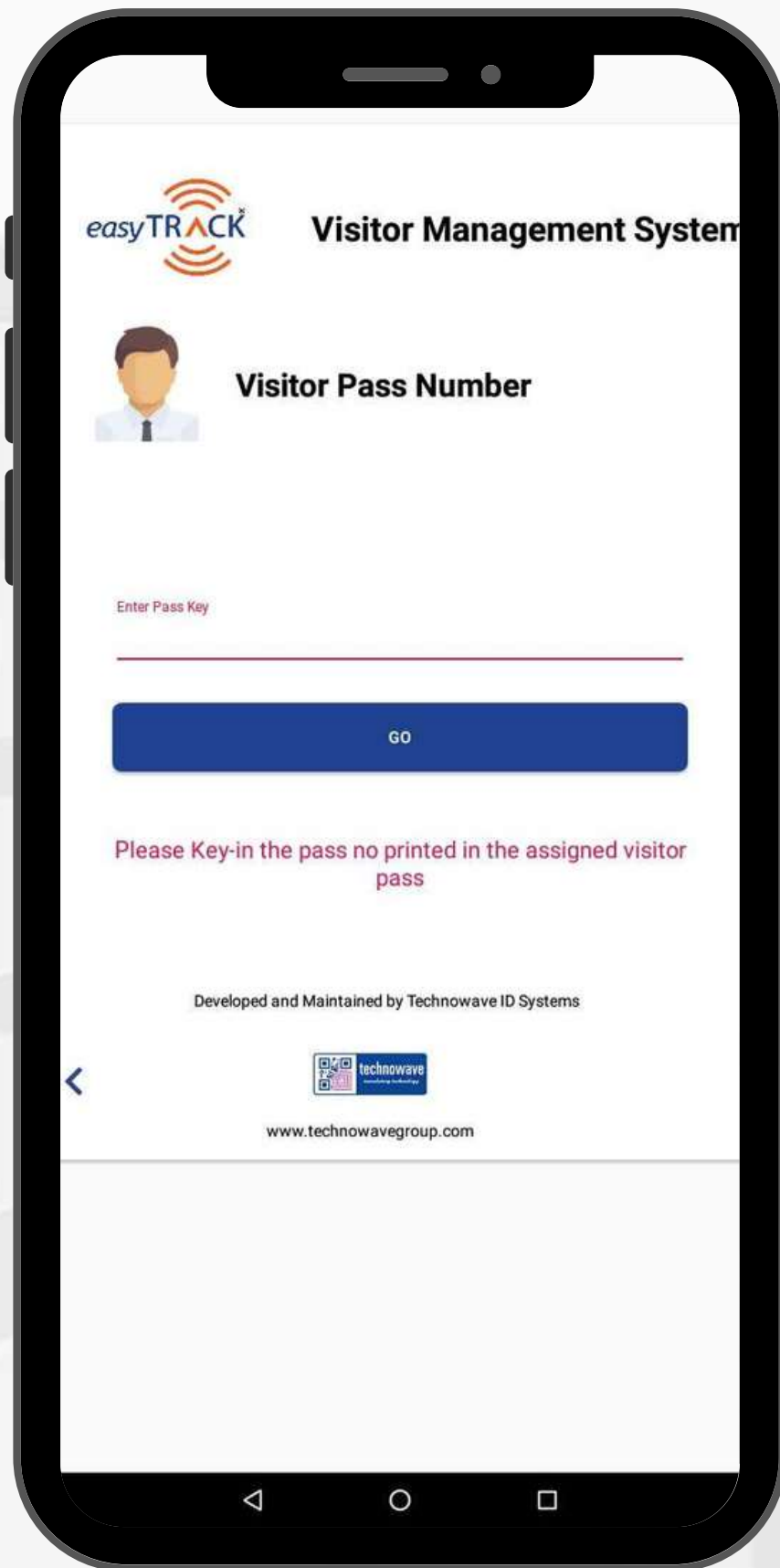
Guest Details

- Additional guest details can be added from this screen
- Name and contact number of the guest can be added here
- If 'Guest details required' option in settings is disabled, system will not ask guest details



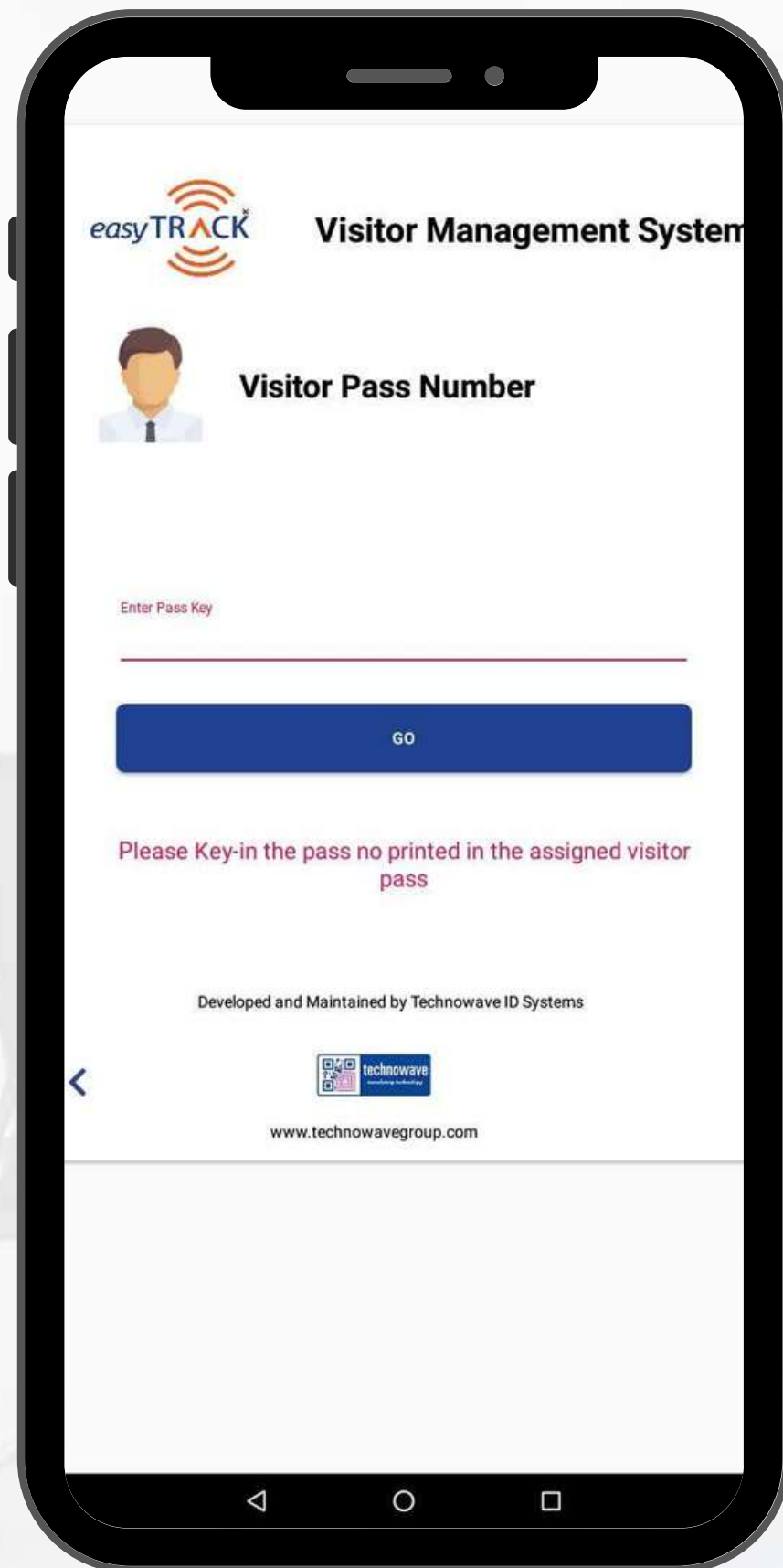
Visit Details

- Visit Details can be added in this screen
- Person to meet and Purpose field are mandatory in this visit details screen
- Other details can be make mandatory or optional in the settings screen



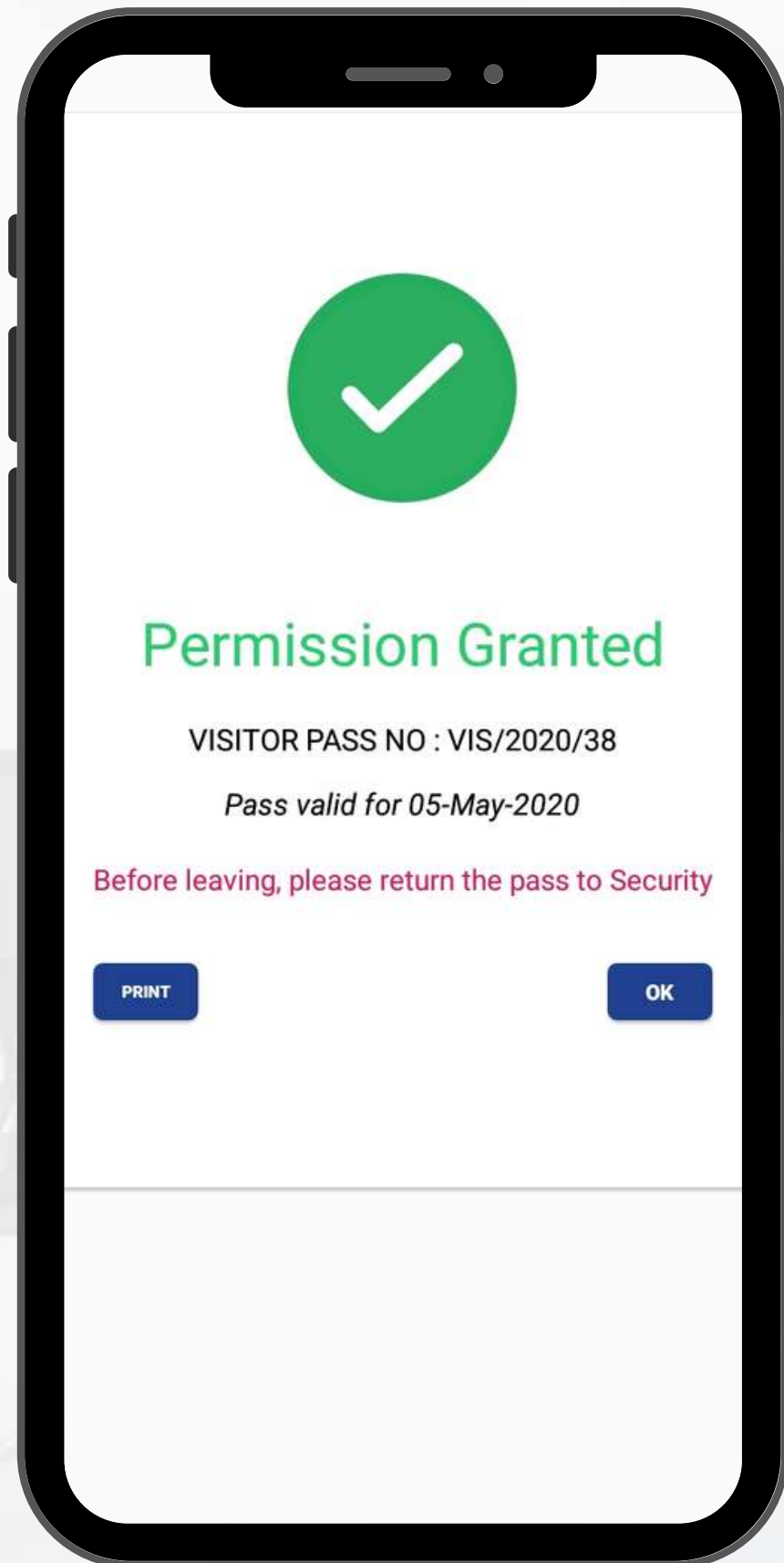
Visitors Pass No

- In settings , if Pass No Type is selected as manual ,we need to enter the pass no as shown in Visitor Pass Number Screen
- If the Pass No Type is selected as Auto Generated, Pass No will be generated automatically as shown in permission granted screen



Visitor pass No With QR Code

- Instead of keying in the Pass No, it is also possible to enter the Pass No by scanning the Barcode printed on Visitor Pass



Print Visitor Pass

- In the settings page , if Guest Details Required toggle button is not enabled, details of guest need not be entered.
- After entering visitor details and adding number of guests, it navigates to visit details
- Permission granted screen shows the guest of the visitor with pass number only
- On clicking 'PRINT PASS' button will print Visitor pass instantly

Print visitor pass instantly

Print Visitor Pass



- Photo printing can be controlled based on the settings
- If 'Enable Photo printing' toggle button is not enabled, Photo of the visitor will not be printed on Pass
- Citizen Thermal Transfer Printer is used for printing Visitor Pass
- 3" X 3" size adhesive or no-adhesive paper can be used for Pass printing

Print visitor pass instantly

Print Visitor Pass

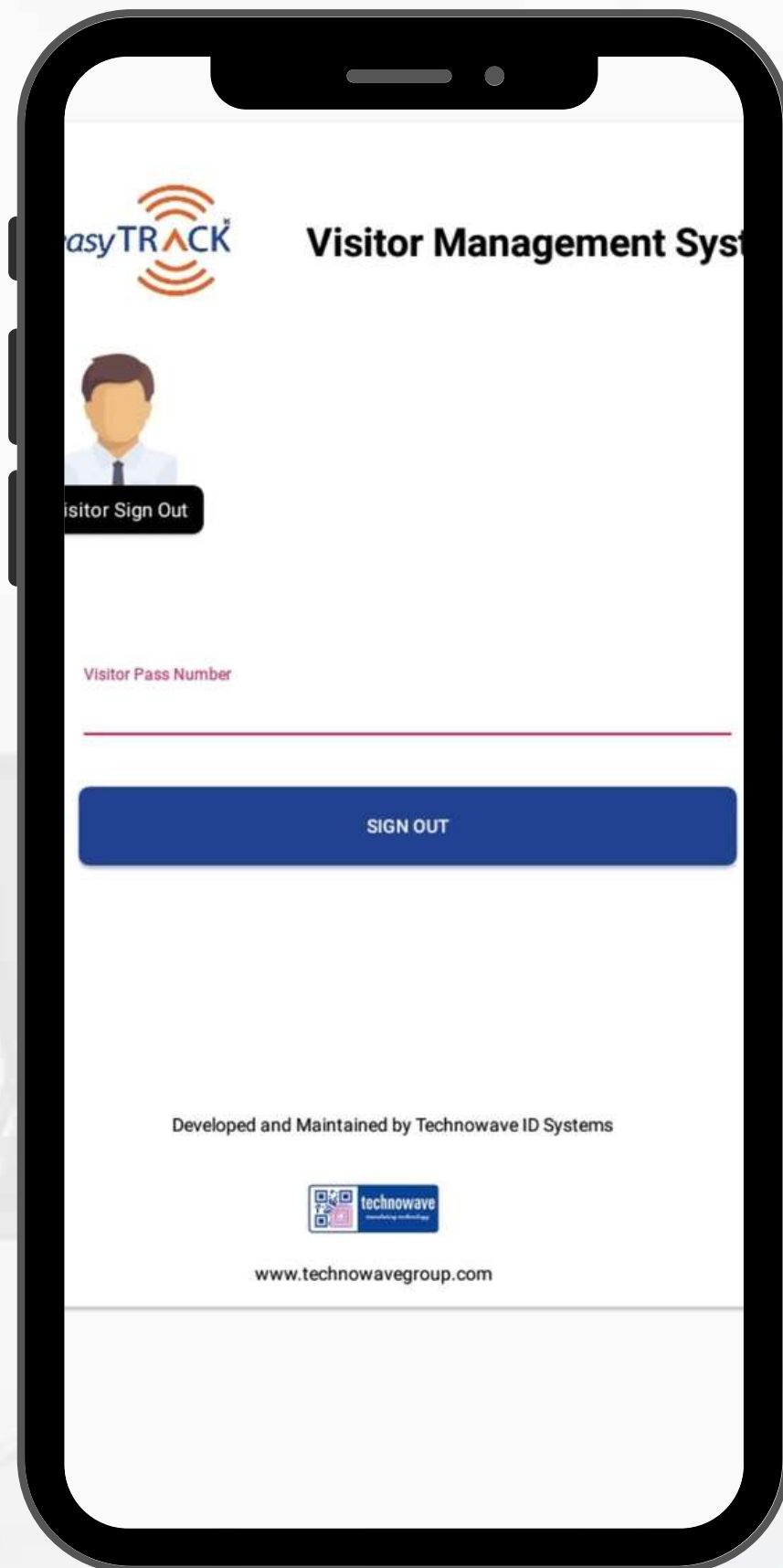
1



2

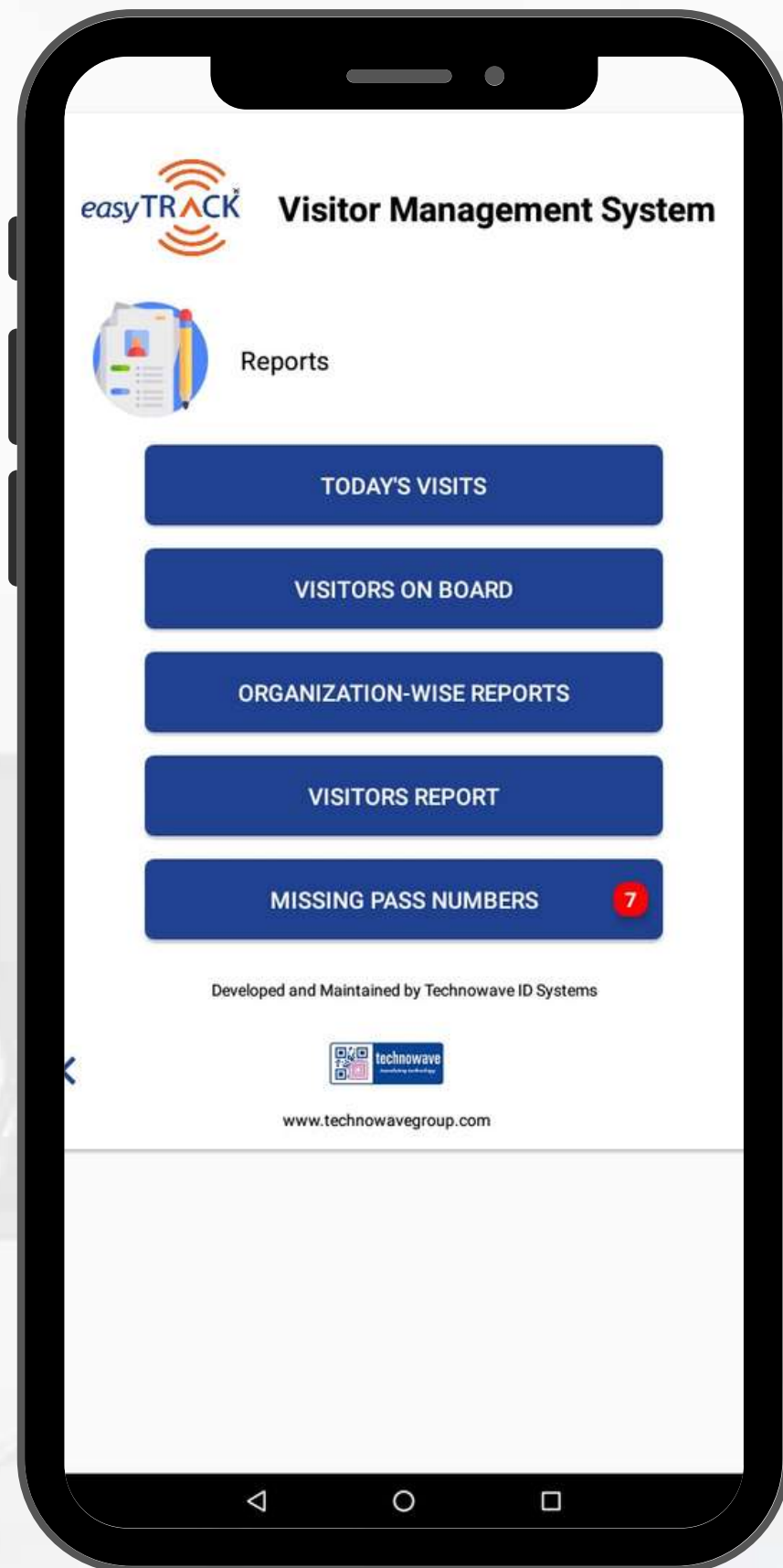


- Visitor Pass with Photo printed
- Visitor Pass without Photo printed
- QR code printed on the Pass can be used at the time of visitor sign-out



Visitor Sign Out

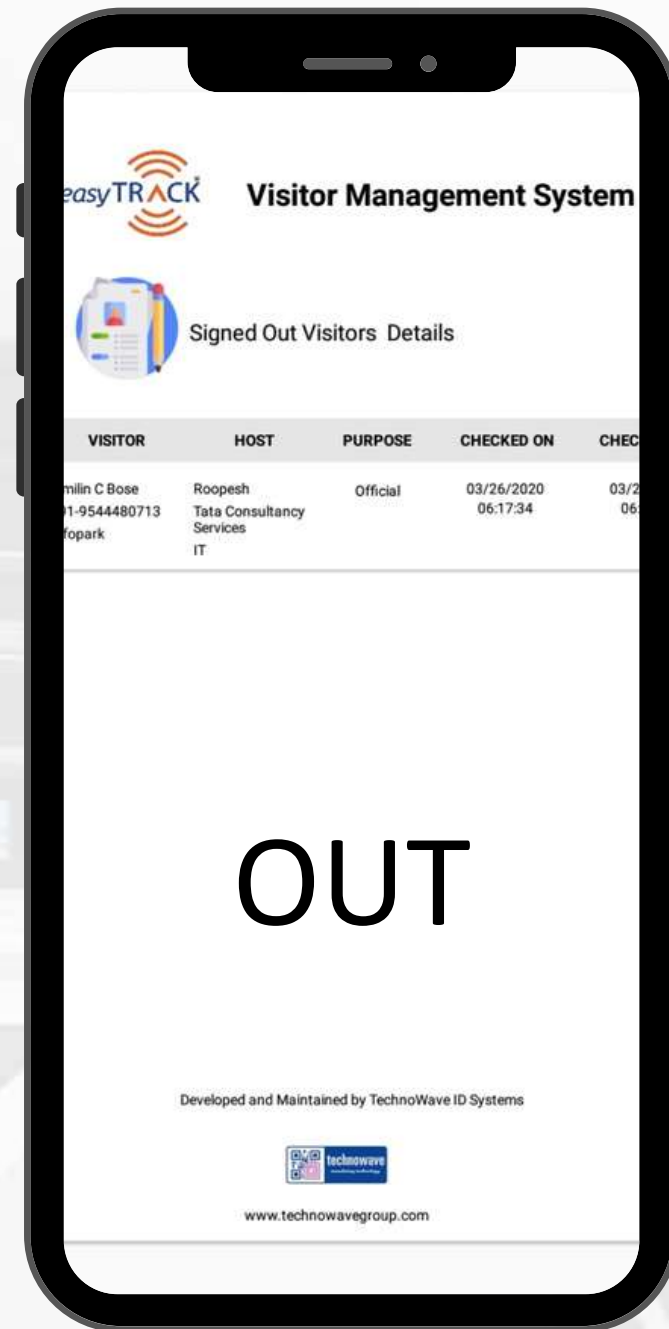
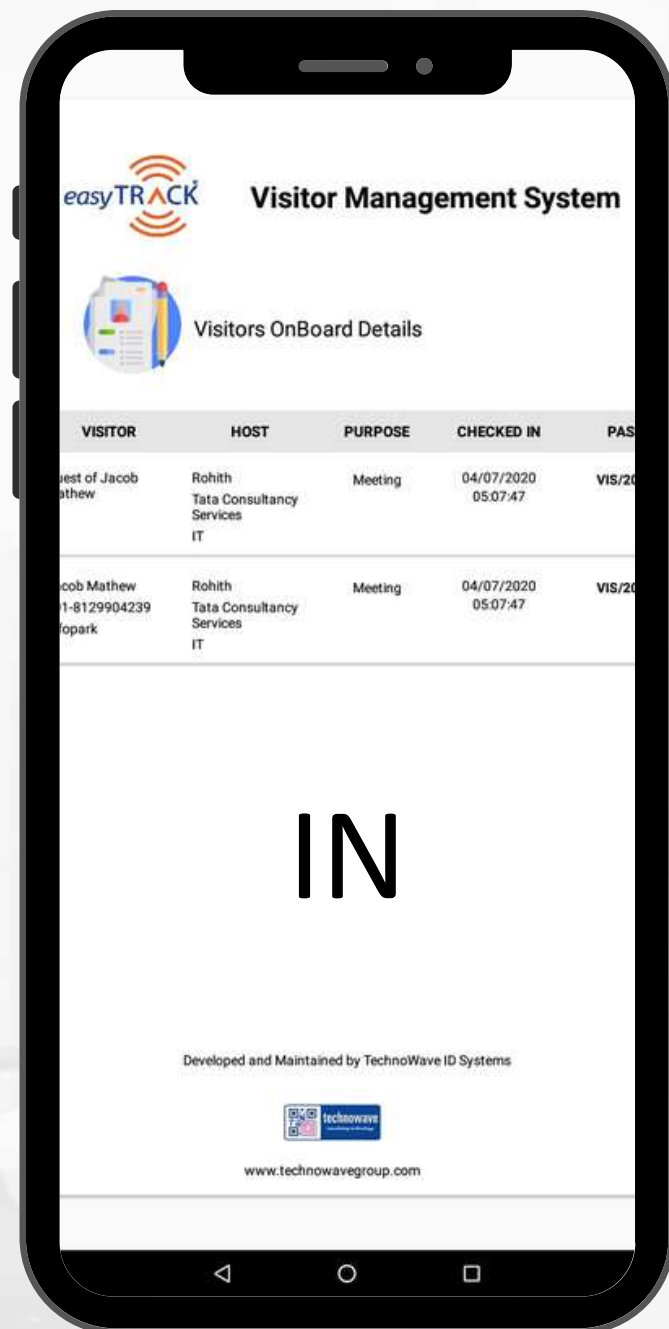
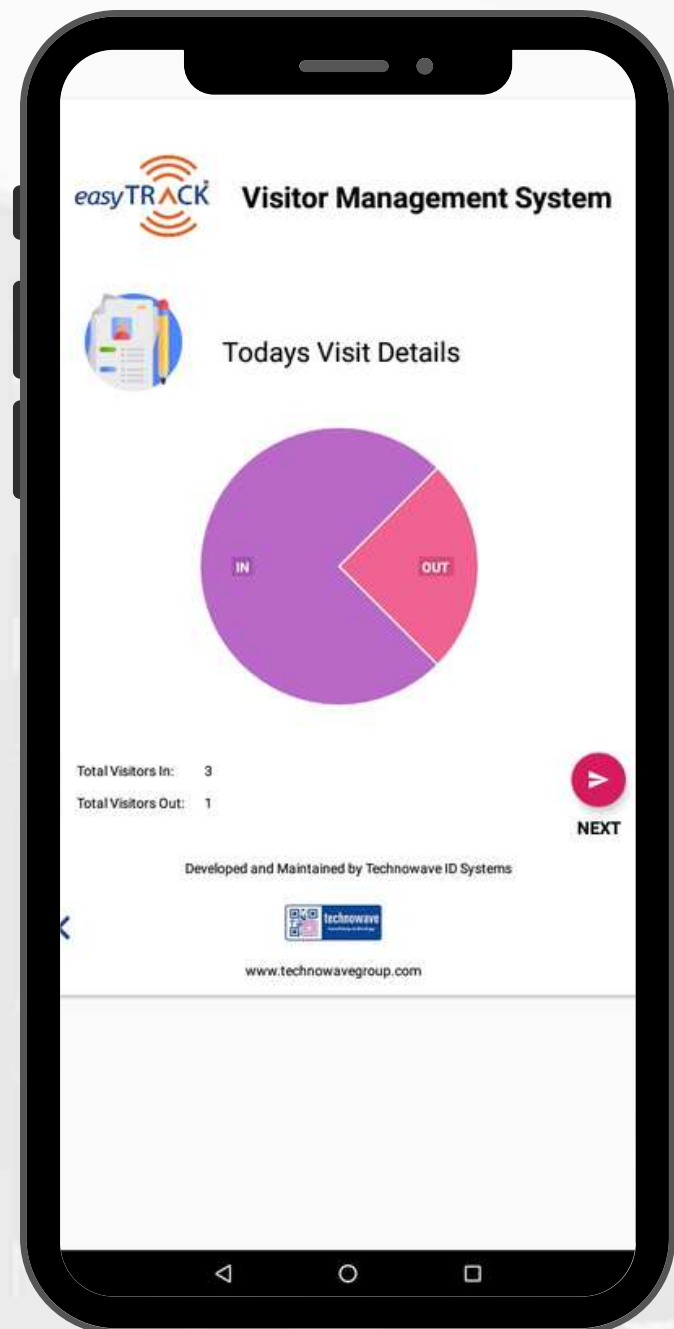
- Visitor pass number can be entered in this screen to sign out the visitor
- Here also, it is possible to scan the Pass No, instead of key-in
- The same can be done by scanning the QR code printed on instant Visitor Pass



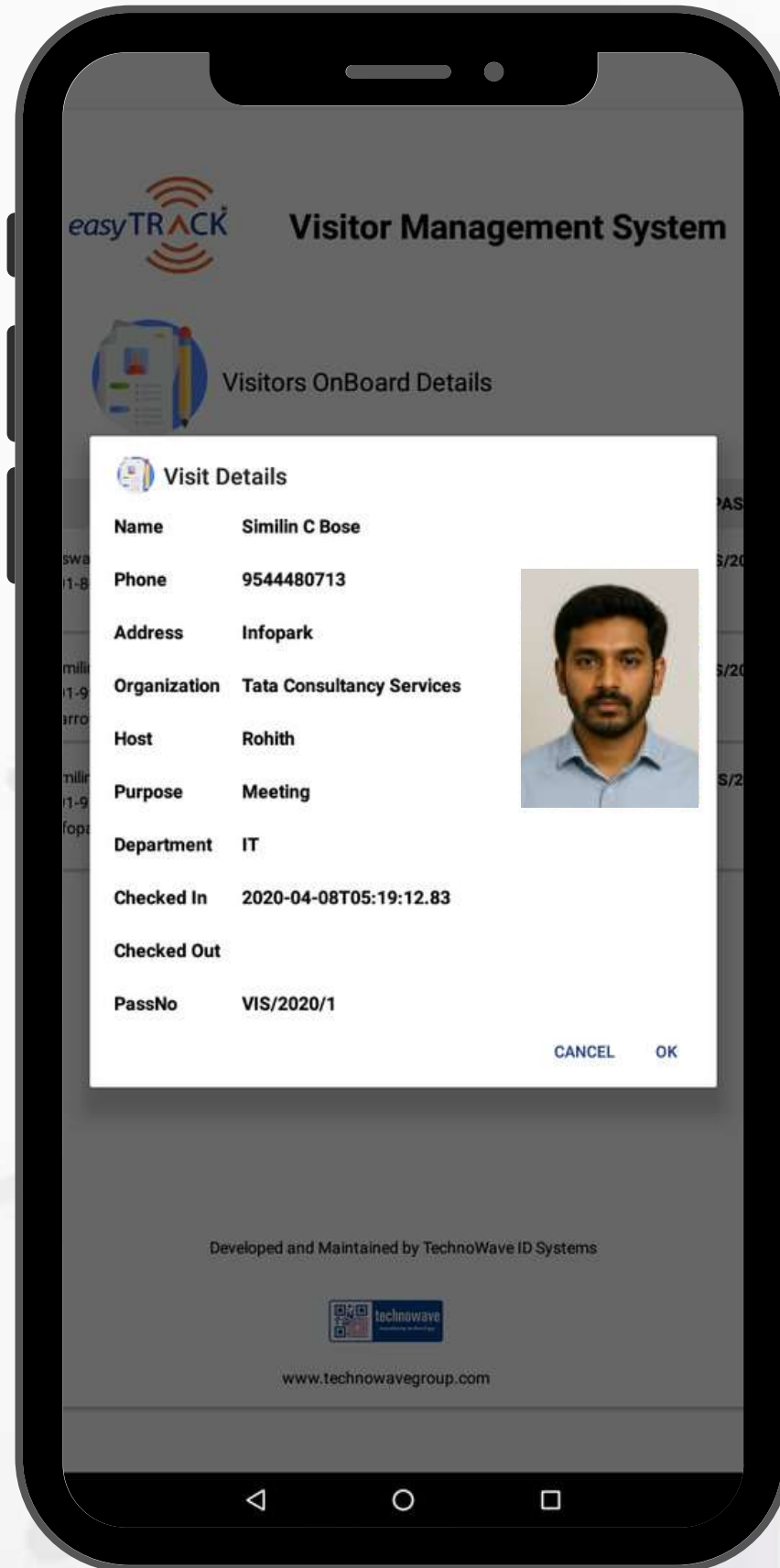
Reports

- Report button is available in Admin options screen
- Detailed Report of the visitors are available .
- The number of visitors who have not signed out is indicated as a badge on top of missing pass number button

Today's Visit

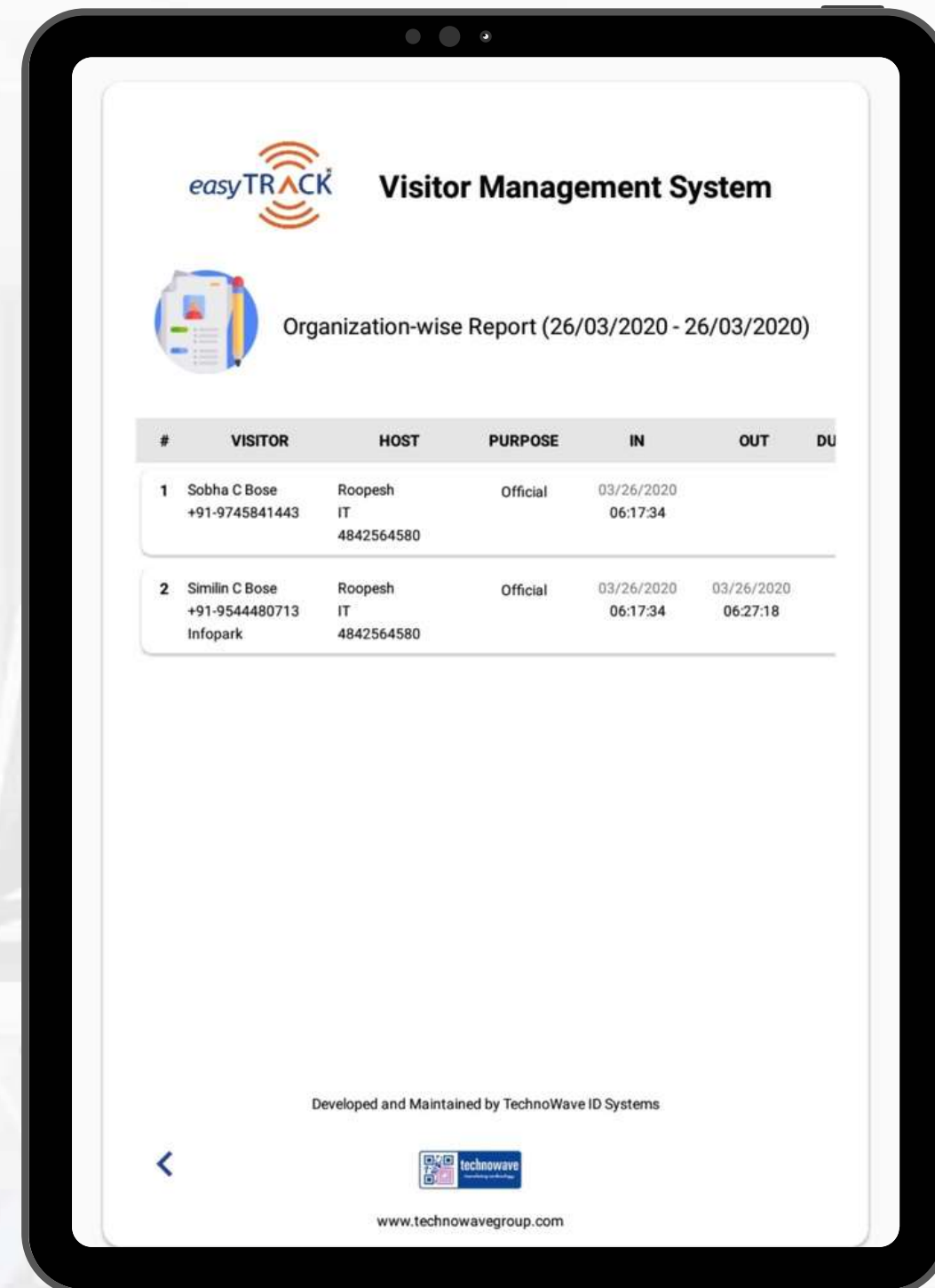
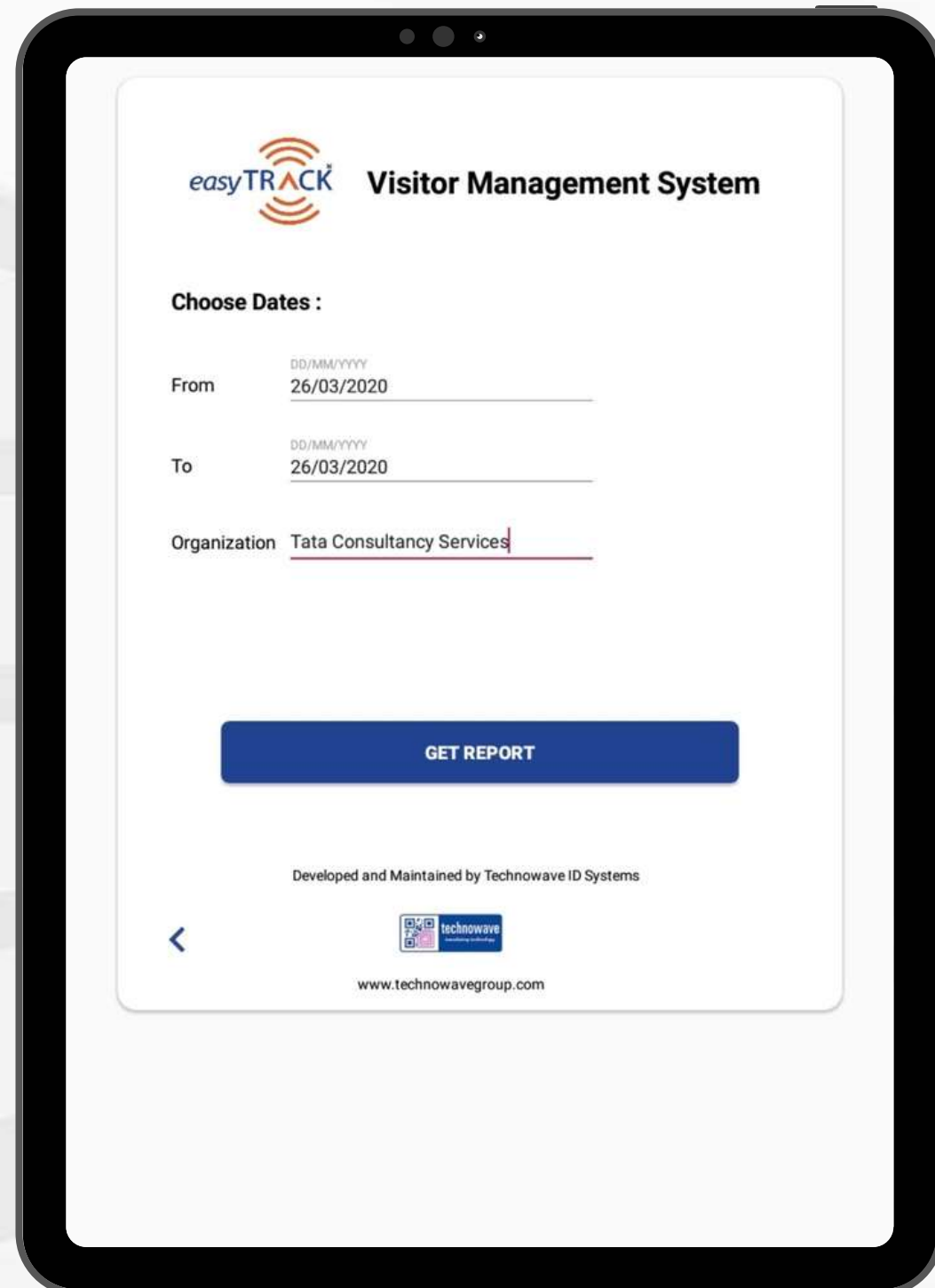


- Tapping on Next from Today's visit details navigates to Visitor Reports.
- Tapping on IN from the pie chart gives the details of the visitors on board.
- Tapping on OUT gives the details of visitors signed out.
- Tapping on IN and OUT from Today's visit pie chart gives the following screens.



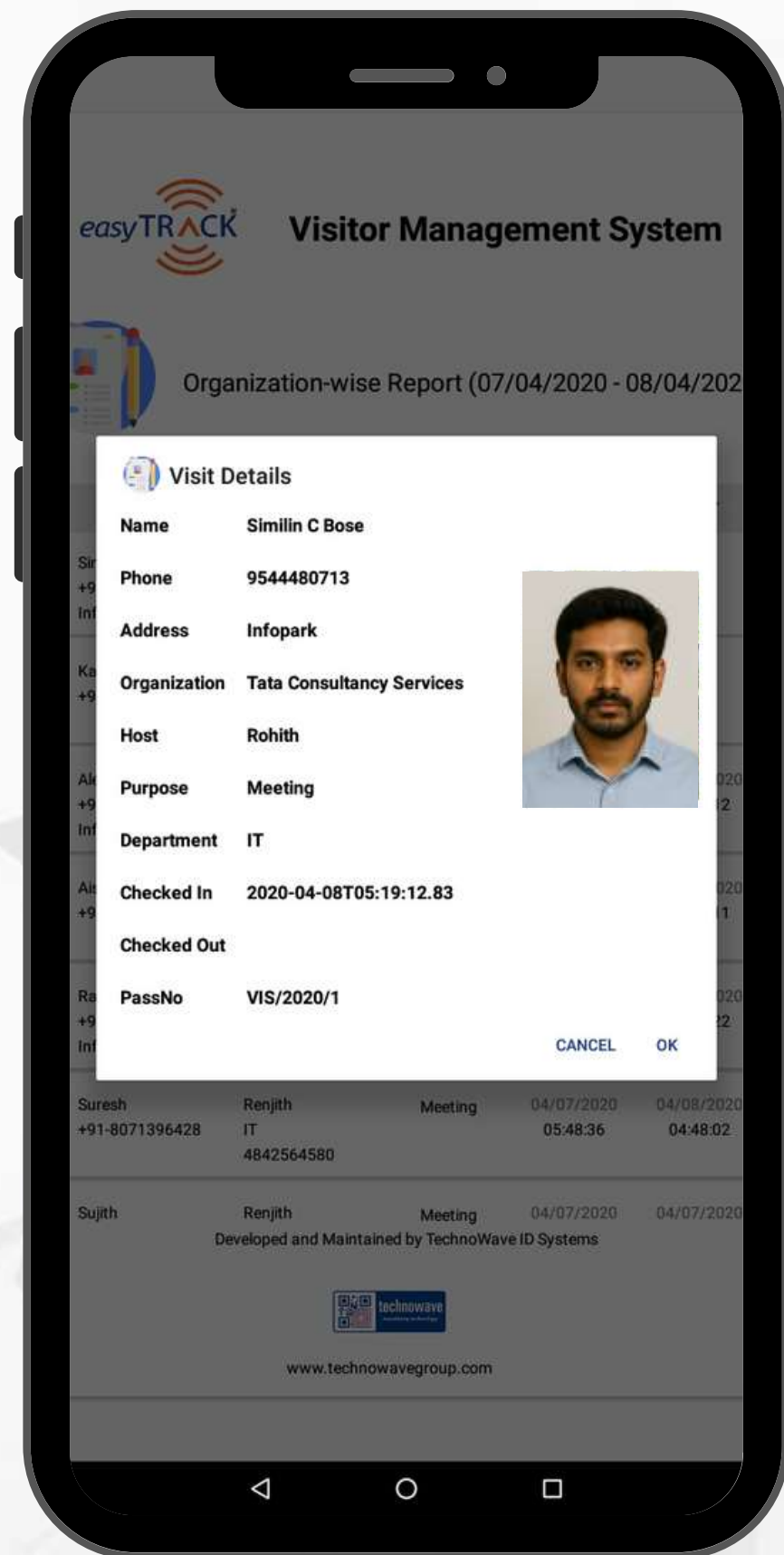
Visitor On Board Details

- Tapping on a visitor from Visitor On Board Details gives the Pop up with details of that visitor



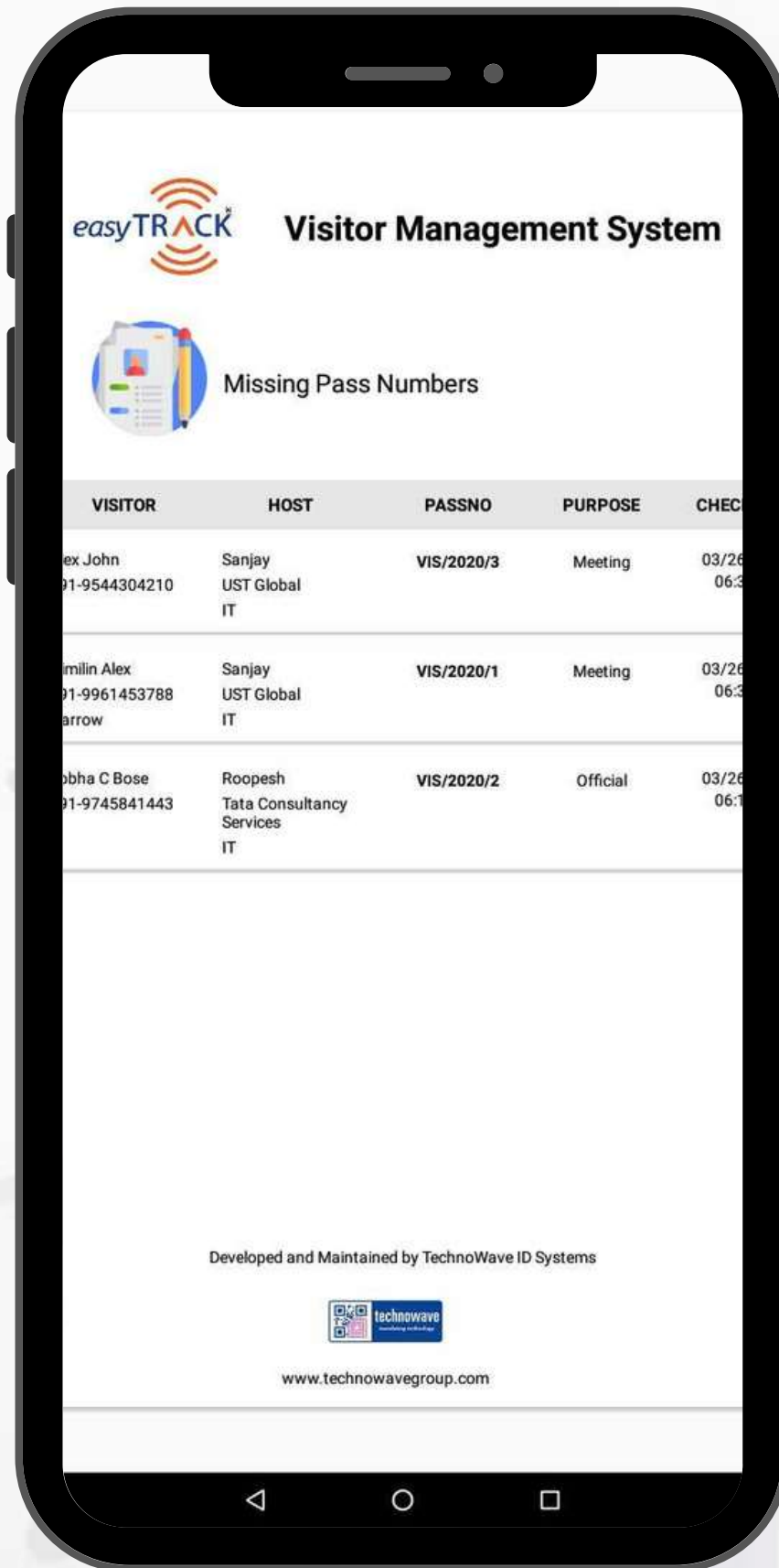
Organization Wise Report

- Enter From and To dates
- Enter Organization name
- Tapping on Get Report will give the report of that organization in that particular period



Organization Wise Report Details

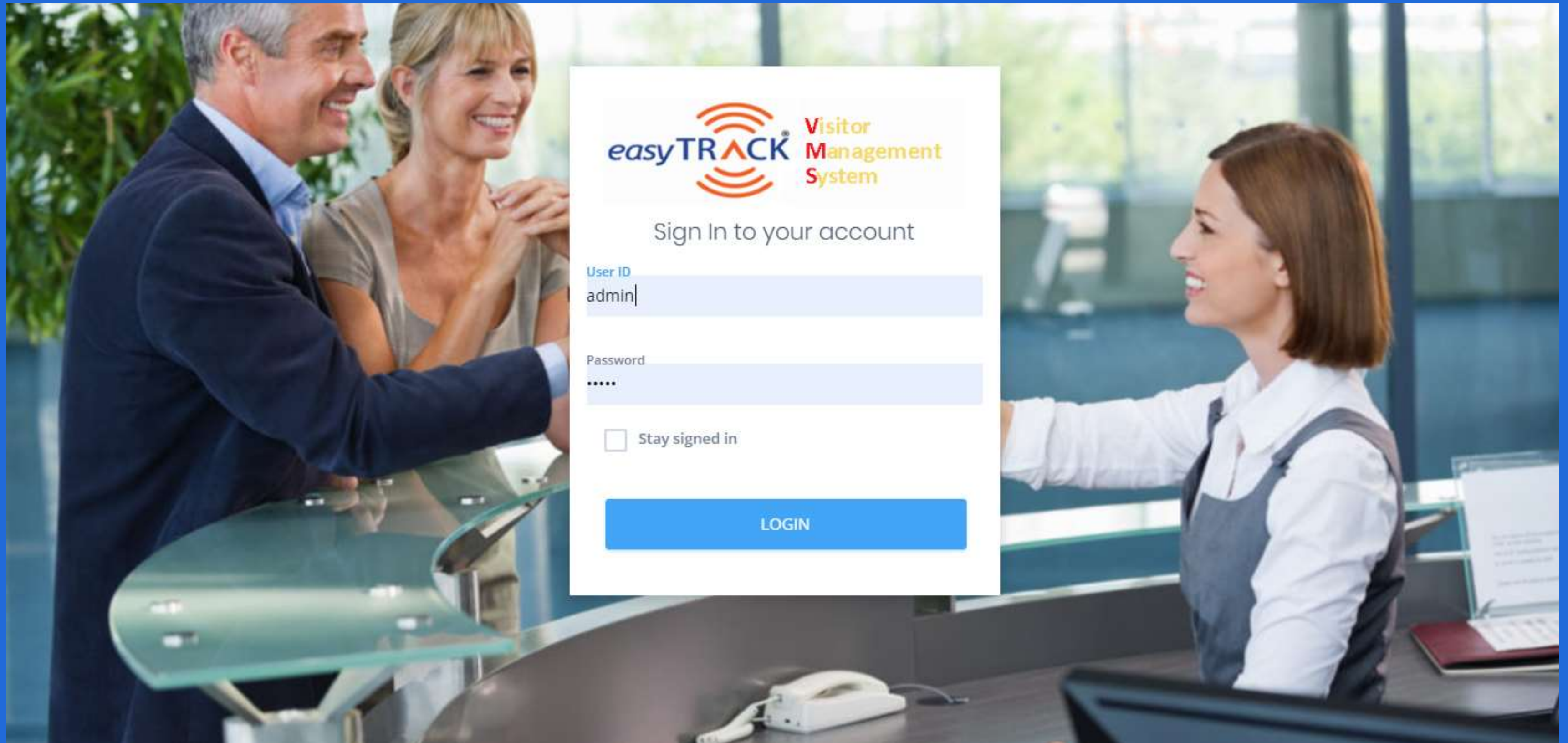
- Tapping on a particular visitor from Organization Wise Report gives the pop up showing the details of that visitor



Missing Pass Numbers

- In Reports Menu, tap on Missing Pass Numbers
- Missing pass numbers gives the report of the visitors who have not signed out and left without returning the Pass to security

Management reports



Company Management

VMS Administrator

Company Management VMS

Company List

	Company	Phone Number	Status
1	Amiyon solutions		Active
2	EY		Active
3	Kancor Mane	484567890	Active
4	Nitta Gelatin India Ltd	4842564580	Active
5	Tata Consultancy Services	4842564580	Active
6	Technoway Software Solutions		Active
7	IIST Global		Active

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Visitor Report

VMS Administrator

MAIN NAVIGATION

- Masters
- REPORTS
- TOOLS

Visitor Report VMS

Visitor Report

From **To** **Company**

Type [Show Report](#)

Visitor Name	Phone No	Address	Organization	Purpose	Person To Meet	Department	Check In	Check Out
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Thank You

- FOR YOUR TIME -

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