



## Software Modules

# VISITOR MANAGEMENT



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- Pre-registration and Quick look up
- Quick visitor check in and check out
- Issue pre-configured access cards
- Take pictures of the visitors
- Print visitor's photo ID badge
- Live tracking of visitor's card activity
- Define custom information fields
- Many additional features...

Database Configuration

Visitors x

New Edit Save Cancel Find Delete Refresh

Check In Check Out Receipt Track E-Mail

First Name: David Last Name: Jones  
 National ID: 71315218-1 Number: 71315218-1

General Asset Track Photo Company Notes

Reason for Visit: Meeting Address: 16 first drive  
 Date of Birth: 2020-02-11 City: Moncton  
 Phone: 123-456-9876 State: New Brunswick  
 Email: david@company.com Country: Canada  
 Employer: McCain Potatoes Postal Code: q2k1w4

Employee Information

Last Name: Turnbull First Name: Larry  
 Department: IT / Systems Employee Card: 100002612  
 Last Visited: 06/21/2021 Checked In: 06/21/2021 @ 13:05  
 Time Allotted: 0 Checked Out: 06/21/2021 @ 15:42

## Complete reporting

While visitors are on the premises or long gone there is a complete audit trail of their visit. Many easy to use reports are available:

- Visitors log, searchable by visited department or employee, visitors name or card number, etc.
- Visitors currently on premises report
- Visitor's access at specific readers report
- Export reports into multiple formats



## Visitor's asset tracking

Security or industrial espionage policy at many facilities prohibits visitors from bringing certain items onto the premises. Weapons, cameras and mobile phones are just a few examples. AxiomXa simplifies asset detention procedure by linking items to visitors while providing them with a peace of mind by taking pictures of the items and issuing return receipts.

- Take picture of the assets
- Record descriptions and print receipts
- Return reminder at checkout

