

# visitor management



## Visitor Management

An optional module addition to the EXgarde platform, this simplified front-end user interface makes managing visitors much easier. Visits can be scheduled in advance or on the day with this intuitive module. Providing a cost effective and dependable visitor management function, EXvisitor enables an organisation to manage and track visitors and their hosts across a site. Visitors can be quickly and easily enrolled on spec or in advance. Visitors can be matched with hosts and the whereabouts of both are monitored and reported in real-time.

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DS0075\_Issue 1

## FEATURES AND BENEFITS

### Auto check-out on area

Card is expired automatically preventing the visitor from leaving and passing their key to someone else.

### Visitor tracking

See at a glance which area the visitor and their host is in.

### Assign host to visitor

Allocate a visitor to the host who is responsible for the visitor for tracking purposes.

### Auto check out on date/time

Card is automatically expired at a certain time, aiding good key-box management and increasing security.

### Visitor party feature

Allows groups of visitors to be registered and checked in together speeding up processing.

### Provide temporary access

Allows card holder temporary access to a restricted area without changing existing user rights.

### Log cleaning staff on and off site

No permanent rights required with full audit trail.

## ORDERING INFORMATION

**Part Number: Part Number 4420-2401**

**Description:** Visitor Management module



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