NEWTECH
Power of IT
Since 2004

VISITOR MANAGEMENT SYSTEM

Boost Security and Simplify Visitor Registration

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Introduction

**Keeping track of visitors is essential for security and efficiency in any facility.
Our Visitor Management System is designed to simplify the registration process while enhancing security.**

Whether you manage an office, residential complex or industrial site, this system ensures smooth visitor entry, tracking and reporting with advanced features like barcode scanning as well as detailed visitor logs.

**Main registration form with support for Scanner and manual entry.
Updated with health declaration and temperature recording fields.**

Why Choose Us?

Fast Registration
Register visitors quickly using a Passport Scanner or Manual Entry

Enhanced Security
Track visitors with a Searchable Database, Check-in/out Logs and Photo Storage

Barcode Passes
Generate Barcode Passes for Individuals and Vehicles for seamless check-out with barcode readers

User-Friendly Interface
Simple to use, with Admin and Standard User Access levels

Customizable Reports and Alerts
Get Visitor History, Overstay Alerts, Blacklisted Visitors and Movement Tracking

Features & Benefits

Easy Installation & Setup

Multiple Registration Options
– Passport scanning or manual entry

Low-Cost Passport Scanning
– Use any A4 scanner for passport & driver's license OCR scanning

Visitor Photo Capture
– Use an optional webcam for manual photo updates

Overstay Alerts & Blacklist Warnings
– Ensure security & visitor control

User Access Management
– Assign admin & standard user rights

Database Backup & Restore
– Secure your visitor data with easy backup options

Visitor History & Reporting
– Generate detailed visitor logs

Export Reports to CSV & PDF
– Easy data sharing and analysis

Repair & Compact Database
– Maintain system efficiency

Features & Benefits

Data Security with Encrypted Database
– High-level encryption to protect
visitor data

Separate Screens for Front Desk & Admin Users
– Designed for efficient visitor handling

Hide Sensitive Fields & Mask ID Numbers
– Enhanced privacy protection

Admin Password & Limited Access User
Password
– Secure user authentication

Barcode Scanning & Passes
– Generate and scan barcode passes
for visitors and vehicles

Powerful Form Designer
– Customize visitor passes with logos
and formats

Issue Permanent Passes
– Ideal for frequent visitors such as maids
or maintenance personnel

Filter Reports by Date, Category & Active
Visitors
– Quick access to relevant records

Limit Visitor Duration
– Set restrictions on visitor stay times

Device Integration

Passport Scanner

Use any A4 size scanner such as a 3-in-1 printer scanner to scan in details from passport or driver license.
The software has an OCR module to find relevant information from the documents and fill in fields in the Visitor Management System.

Optional

Barcode Reader

Use USB barcode reader and scan in Visitor Passes with pre-printed barcode upon check in.
Scan the barcode on the visitor pass upon to check out the call up visitor information quickly.

Optional

Webcam

Use a web capture to capture Visitor Photo for manual entry or to update photos.
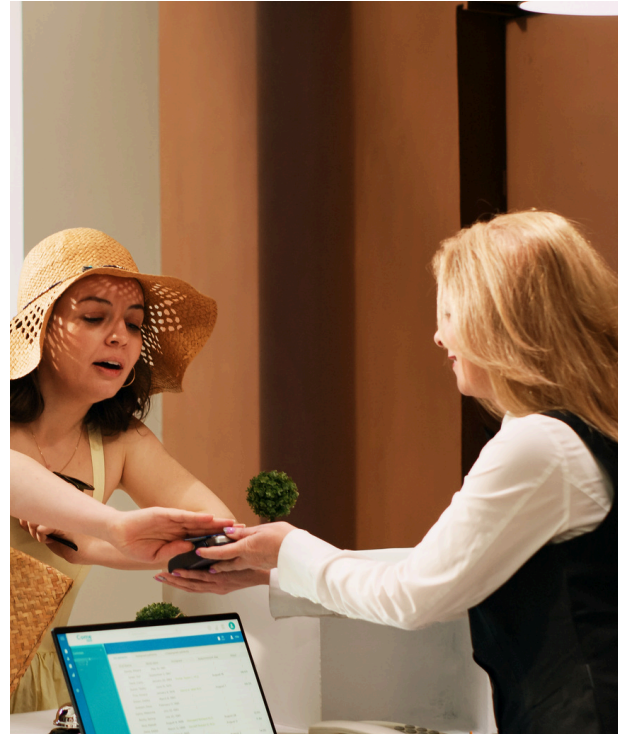
Optional

System Overview

Managing visitors efficiently is essential for maintaining security and smooth operations in any facility. Our system offers a seamless experience with an intuitive interface that allows quick visitor registration, tracking and reporting.

Key Modules & Functionalities

Admin Screen

Manage visitor records, generate reports, track movements and manage users.

Reports & Analytics
Filter visitor history by date, location, category and company.

Guard Screen

Quick visitor check-in, barcode scanning, alerts for overstaying visitors.

Customizable Design
Modify visitor forms, badges and passes with logos and custom fields.

Admin Screen

Admin screen
- **access using the Admin Username and Password**
- **filter data by Visitor Category, Location, Company or Dates**
- **generate reports and charts to view Visitor History, Movement and other information**

Main admin screen
- **Search Database**
- **Manage Users**
- **Produce Reports**
- **System Functions**
- **Generate Barcodes**
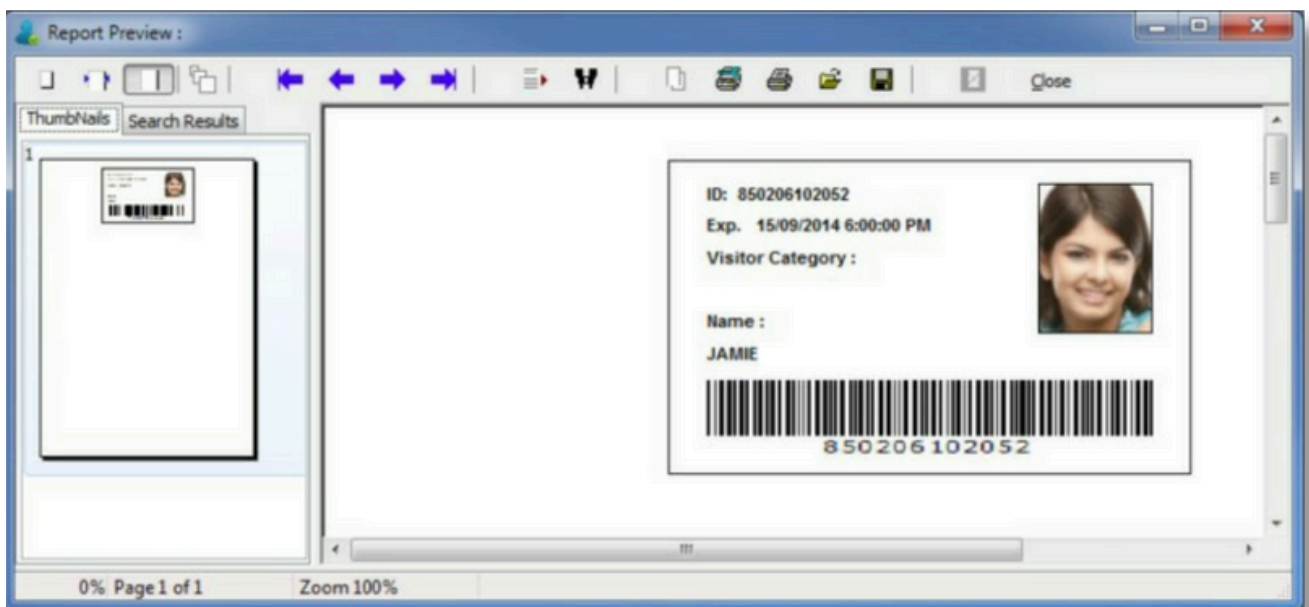
Guard Screen

Guard module
- **access using Standard User login**
- **register visitor manually or scanned from passport**
- **information about current visitors on premise**
- **overstay visitor alert available on the guard screen**
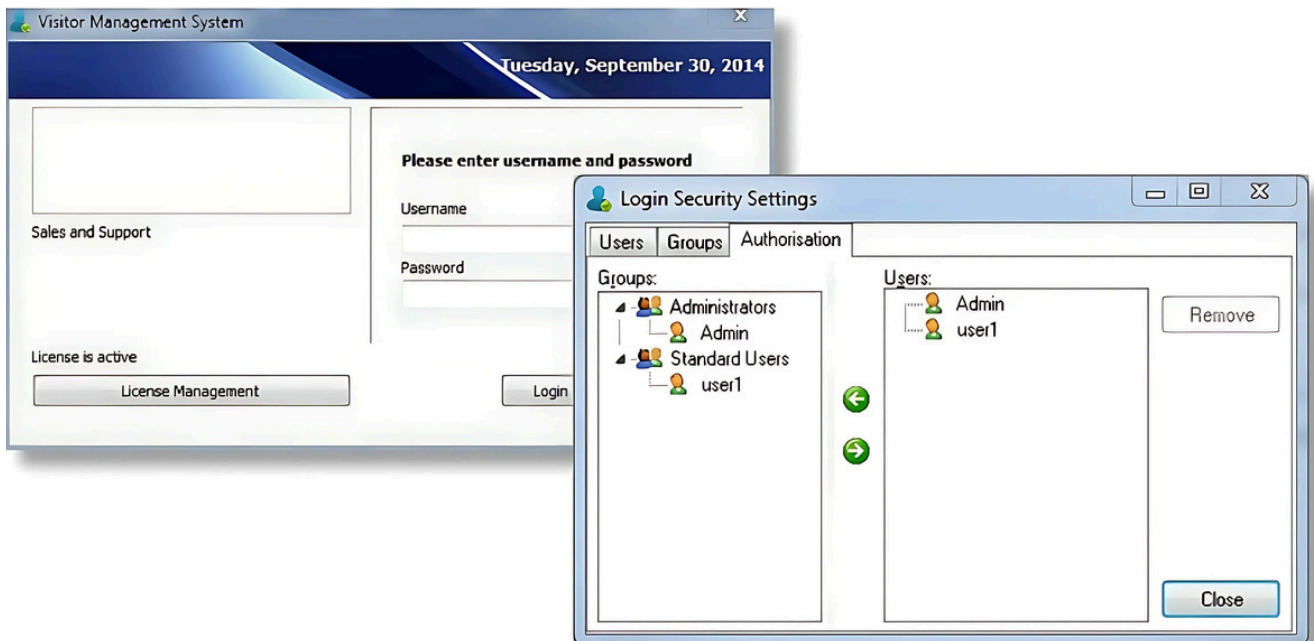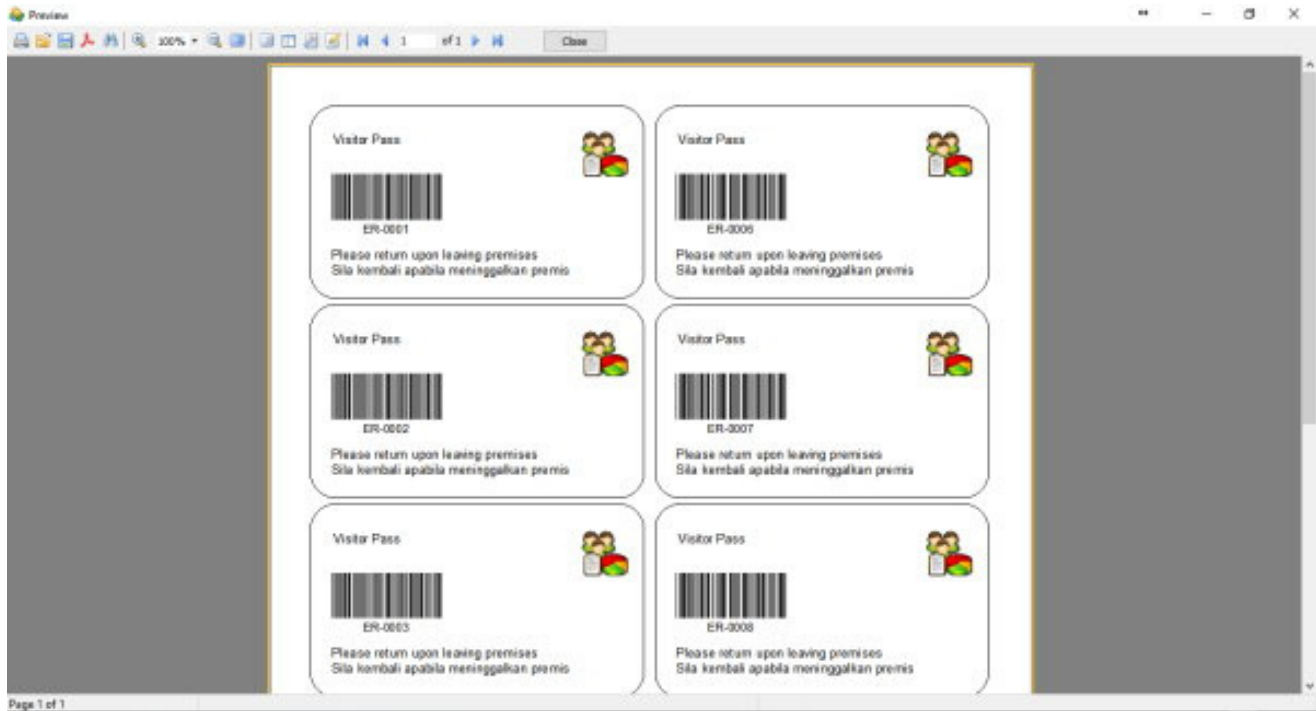
Built in Login System and User Management
- **give users rights as Administrators or Standard users**
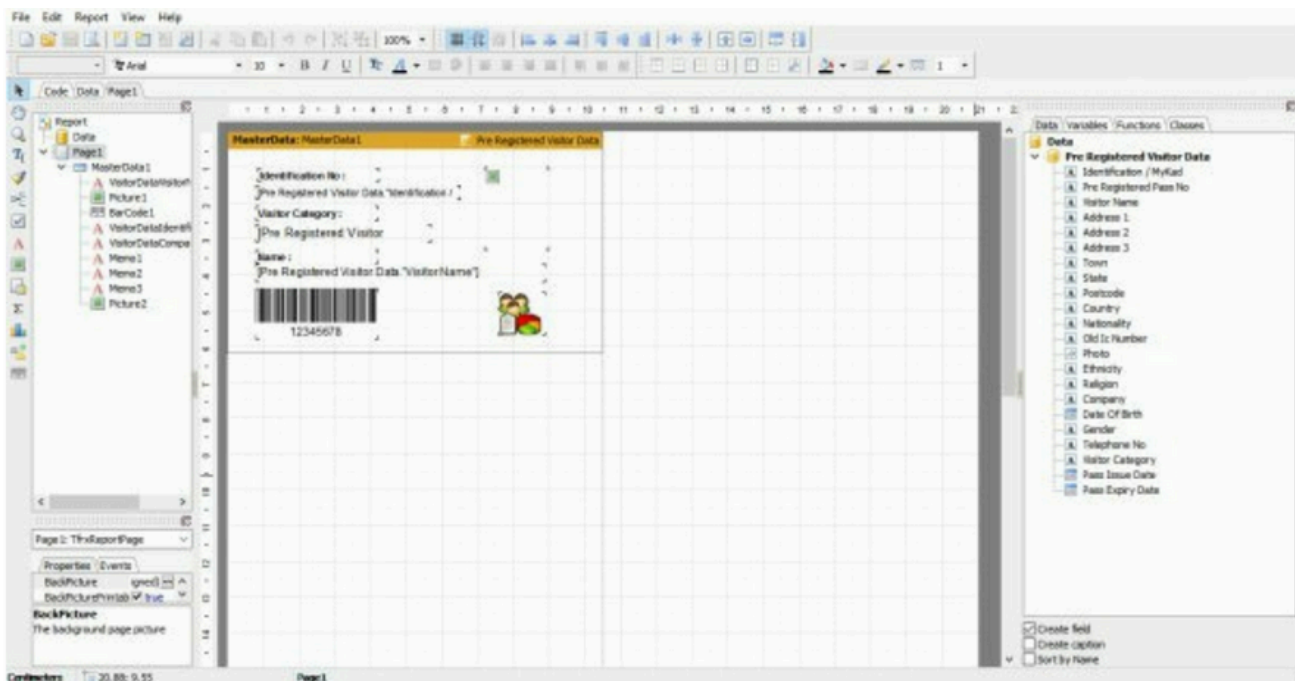

Issue Permanent Barcode Pass
- **for frequent visitors**

Form Designer
- **customize Visitor Forms, Badges and Passes**
- **modify template and add logo to data for each visitor**

Preprint Barcode Badges with Serial Number
- **issue to visitors upon arrival**
- **scan barcode for tracking**
- **scan barcode to check out visitor**

System Requirements

- **OS: Windows 7 / 8 / 10 / 11 (32-bit or 64-bit)**

- **RAM: 2GB**

- **Storage: 500GB HDD**

- **Display: HD Monitor (1366x768 resolution)**

- **USB Ports: Optional for scanner, webcam and barcode reader**

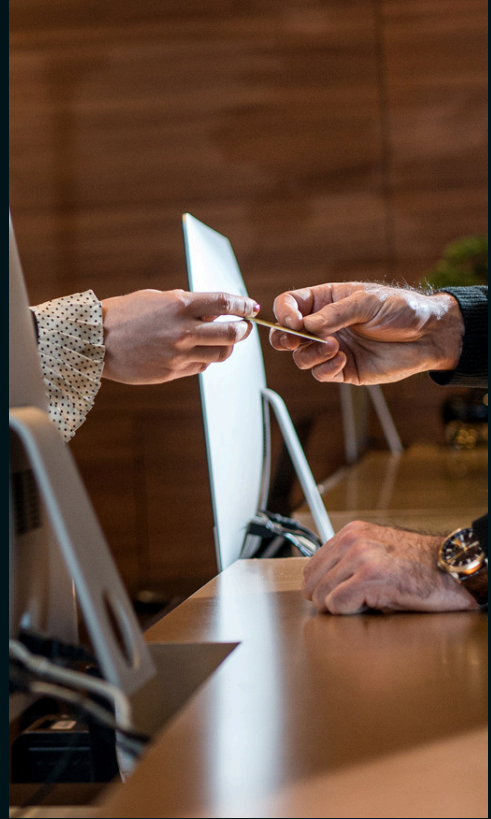- **Printer: Optional for printing visitor passes and reports**

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Contact Us

Secure Your Premises with our Advanced Visitor Management System!

Contact us today to learn more!

new.com.sg

admin@new.com.sg

+65 97829271

Find Out More for additional details, features and updates

Visit Our Website