EasyLobby® Secure Visitor Management Solutions

The secure and professional approach to identify, manage and track visitors in your buildings

HID Global's EasyLobby Secure Visitor Management (SVM) solution is the secure and professional approach to identify, manage and track visitors in your buildings.

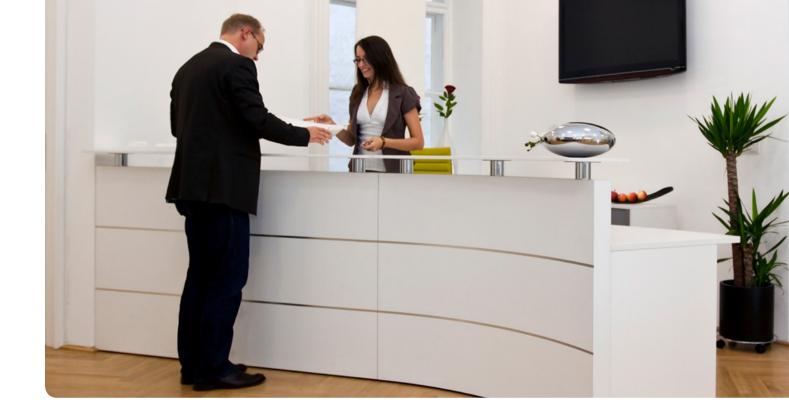## Enhance security and professionalism with better control

Whether you use a guest book for visitor sign-in, utilize lobby attendants to check in visitors, or have an unattended lobby, HID Global's EasyLobby® Secure Visitor Management (SVM™) software provides a comprehensive, enterprise-class visitor management solution to meet your needs. EasyLobby SVM offers a full suite of tools, including visitor scheduling, registration, and badge printing. Even more, this software provides detailed tracking and reporting of visitors, contractors, and employees, as well as tracking of assets and packages.

Designed to meet your organization's diverse security and policy requirements, this suite of products offers the ideal solution for automated, electronic visitor management, ensuring that your employees and visitors are safe and secure.

By accurately capturing detailed visitor information in seconds, EasyLobby Secure Visitor Management software allows organizations of any size or industry to confidently manage who can enter a facility, when, and for what purpose. The solution also allows users to create a high quality, customizable badge that can include a visitor photo.

EasyLobby solutions improve security by allowing you to:

- Identify all individuals who visit your building by scanning an ID and identifying the reasons for their visit.

- Integrate with a wide variety of access control systems to provide access credentials to visitors directly from the visitor management station.

- Create internal watch lists to screen against unwanted visitors.

- Use external databases to screen against government denied parties and/or sex offenders, and be warned of their attempted entry through programmable security alerts delivered on-screen or via email.

- Enable any or all employees to pre-register their visitors via the corporate intranet and optionally route those requests for approval to better control who is authorized to enter facilities.

- Account for visitors and employees in an emergency situation, as well as meet growing compliance mandates requiring visitor audit trails and reporting.

Securely check in visitors in less than 20 seconds

With HID Global's EasyLobby® solutions, it takes less than 20 seconds to fully register a visitor, capture their detailed information, print a badge, and notify the host employee. The solution's automated processes make it quick and easy to electronically scan an ID, such as a driver's license or passport. Not only does EasyLobby greatly enhance the operational efficiency of managing visitors during their initial visit, it also retains their check-in information, simplifying future registrations. By streamlining visitor check-in, EasyLobby enhances your organization's professionalism by creating a positive environment for your guests, employees, contractors, and/or residents.

Additional visitor management functionality enables you to:

- Manage and track packages, assets, parking, conference rooms, and employees all from a single application.

- Ensure confidentiality of visitor information so others cannot view who has visited your company.

- Print high-quality, full color, professional-looking badges that can be customized by visitor type.

- Analyze visitor data, run database queries, and pull reports that help you better evaluate that information.

- Create an emergency evacuation report of all individuals in the building at a given time to share with fire, police, and emergency response personnel.

- Offer self-registration on a tablet with our feature-rich and fully customizable EasyLobby eKiosk™ software. Or, use EasyLobby SVM in self-registration mode with a free-standing kiosk in unattended lobbies or as an option for guests to check in without assistance.

Quickly and easily scale from one to many locations

Using enterprise-class technology, EasyLobby solutions can quickly scale to a network of hundreds of stations, all using a central database. The solution is flexible, easy to install and use, and offers support for multiple languages.

EasyLobby eAdvance Visitor Pre-Registration is a simple, customizable Web-based solution that allows authorized users to pre-register individuals or groups of visitors. The solution streamlines the visitor check-in process for organizations of all sizes by reducing visitor check-in time and potential lobby congestion.

Implement a customized solution with EasyLobby software options

EasyLobby allows you to implement the best system for your organization's needs through a wide variety of software options

- **EasyLobby® Secure Visitor Management (SVM™)** software is the backbone of our system. This software is used for processing visitors via any number of Windows® workstations that share a central SQL Server or Oracle database.

- **EasyLobby Administrator** software allows for database administration, settings configuration, and real-time monitoring and reporting functions from a remote workstation. A single copy of Administrator is provided with purchased copy of EasyLobby SVM.

- **EasyLobby eAdvance™** software is a web-based application that is tightly integrated with EasyLobby SVM. This software option enables authorized employees to pre-register visitors before they arrive, which can be automatically routed to a manager for further approval.

- **EasyLobby Satellite™** software is an ideal solution for controlling and monitoring visitor entry and exit at multiple internal locations, or "checkpoints." With this software, the barcoded badge printed by

EasyLobby SVM is scanned and records a time-stamped entry or exit at the Satellite station.

- **Access Control Integration** software is designed for granting secured access to visitors or contractors directly from the EasyLobby SVM interface. EasyLobby SVM is tightly integrated with over 50 leading access control systems.

- **EasyLobby eKiosk™** is web-based software that enables you to turn any iPad or tablet into a simple self-registration station for visitors.

Annual Maintenance/Support Plan offers added protection and peace of mind with free software updates and unlimited phone and/or email support.

As part of HID Global's Secure Visitor Management software portfolio, the EasyLobby eKiosk solution makes it fast and easy for visitors to register themselves upon arrival at a facility using a tablet computer, reducing the demands placed on lobby attendants or security guards. Also, eKiosk is an ideal solution when there are space constraints in a lobby or needed security for after-hours check-in and check-out.

Streamline your visitor check-in process and save time

Web-based application puts pre-registration power in the hands of employees or tenants

EasyLobby eAdvance Visitor Pre-Registration software allows for a simplified sign-in process. Using the web-based application via corporate intranet, authorized employees can quickly and easily pre-register visitors before they arrive.

Upon visitor arrival, the guard or receptionist can easily scan the visitor's license, consult an on-screen list of previously registered individuals, or scan the barcode from a printed confirmation email or smartphone.

Then, with a single mouse click, the guest is checked-in and their badge is printed.

EasyLobby eAdvance provides email notifications confirming pre-registration to the host employee or tenant, and to the visitor. For future visits, Easy Lobby eAdvance securely maintains repeat visitor information to simplify check-in.

Pre-registration with EasyLobby eAdvance provides users a quick and efficient way to manage the visitor registration process and greatly reduces check-in time and lobby congestion.

Self-service options reduce workload at entry points

Using the EasyLobby SVM Self Registration mode or eKiosk software, you can provide an easy, do-it-yourself solution that helps expedite visitor check in at your organization. EasyLobby eKiosk also allows you to reduce the workload for your receptionist and/ or security personnel, also saving space in lobbies that have little room for a free-standing kiosk. With EasyLobby eKiosk installed on tablets, visitors will be presented with an intuitive, self-service alternative for registering themselves upon arrival.

Greater functionality can be achieved when EasyLobby SVM Self Registration or eKiosk is used in conjunction with the EasyLobby eAdvance pre-registration software. The host employee or tenant simply pre-registers the visitor in EasyLobby eAdvance from their own computer, which then sends the visitor a confirmation email with the visitor's registration number. Then, when visitors arrive and are handed an EasyLobby eKiosk-enabled tablet, they can simply enter their name or registration number to have their visitor record automatically appear on the screen. From there, a visitor badge can then be printed at the Guard station using the EasyLobby SVM main application.

.

eKiosk runs on Windows®, Apple® iPad or Android® tablet computers and allows visitors to use a familiar touch screen interface to quickly register, print out their own badges upon check in, and notify your employees or tenants of their arrival.

You also have the option to provide either a PDF or HTML file for the visitor to review and acknowledge the accuracy of information entered, or agree to terms. Once the visitor has completed the check-in process on the device, an email can be automatically sent to the employee being visited, so he or she is notified of the visitor's arrival.

If you are concerned about self-registration of unwanted guests, EasyLobby eKiosk has the ability to screen visitors against pre-registered visitor lists and/or an internal watch list to keep unauthorized people out of the facility. To ensure a safe and secure environment, this system also works well for after-hours check-in/out.

EasyLobby® Secure Visitor Management (SVM™) Hardware Options:

- Acuant R2/ SnapShell ID Scanner
- ScanShell 1000 Passport/ID Scanner
- Assure Tec ARH Combo Smart Passport/ID Scanner (Authentication option available)
- Assure Tec ID-150 ID Scanner (Authentication option available)
- Intellicheck IM2000 ID Scanner/Authenticator
- M2Sys EasyScan and Palm Biometric Scanners
- ID Tech MagStripe Reader
- Metrologic 9520 USB Barcode Scanner
- RFIdeas PC Prox Reader
- Topaz Signature pads

With Genuine HID, customers benefit from the broadest product line of trusted, fully interoperable secure identity solutions in the market. Genuine HID solutions are designed and built in IS0 9001 certified facilities; include worldwide agency certifications; and are backed by global product warranties. Supported by industry leading expertise and the strongest delivery and response platform available, Genuine HID solutions reinforce the long-standing trust that when customers purchase from HID Global, they are investing with absolute confidence.

North America: +1 512 776 9000 • Toll Free: 1 800 237 7769
Europe, Middle East, Africa: +44 1440 714 850
Asia Pacific: +852 3160 9800 • Latin America: +52 55 5081 1650

2018-01-24-easylobby-visitor-management-solutions-br-en   PLT-01195

An ASSA ABLOY Group brand

ASSA ABLOY

hidglobal.com