

TimeDESK Visitor Management Software



Providing world-class service to every single visitor is vital in today's highly competitive environment. First impressions last. And therefore the entry point treatment plays a major role in creating a professional image for an organization.

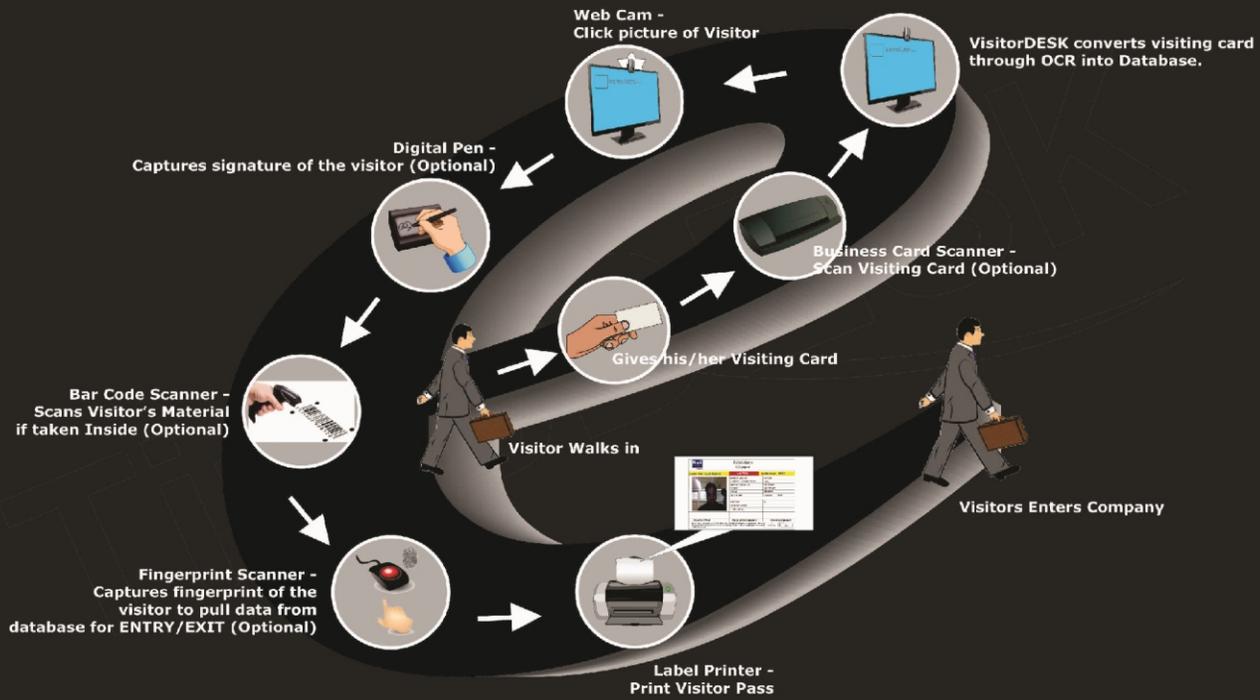
A well-coordinated reception / security area is the ideal way to manage your visitors efficiently and give them the attention they deserve. Also the application helps in keeping the records handy to be used in emergency situations.

The VisitorDESK Application is designed to facilitate the organization in doing away with the manual process of filling up of visitor passes.

Feel the Power of TimeDESK VMS

VISITOR MANAGEMENT SOFTWARE

VisitorDESK



MASTERS

- ✓ Company Master for multiple companies
- ✓ Department Master for each companies
- ✓ Employee Master with Name, Dept, Email ID and Mobile Number

NOTIFICATIONS

- ✓ Notified via SMS / Email on Arrival of the visitor
- ✓ Notification to visitors on Appointment booking/ cancellation through e-VisitorDESK Web

SECURITY FEATURES

- ✓ FINGERPRINT MODULE for high Security areas and visitor verification
- ✓ Alerts for Blacklisted vendors / Company
- ✓ OTP to visitor's mobile / host mobile as security feature
- ✓ ID card capture for additional security
- ✓ Access Area restriction through Access Card and Access Control Systems
- ✓ Bar Code for scanning bar code of materials.

LOOK AND FEEL OF APPLICATION SCREEN

TimeDESK Visitor Management Enterprise Solutions

Master Transaction Refresh Query Administration Reports Exit

TimeDESK
Developed by Kalkasoft IT Solutions

Visitor Management Enterprise Solutions
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Welcome, admin Today In: 26 April 2019 04:01:37 pm License To: KALKASOFT INFOTECH PVT. LTD.

SHORTCUTS

Company Department Employee New Badge Badge OUT Appointment SQL Query Reports Sign Off

VISITOR EMPLOYEE APPOINTMENTS Search

ID	Visitor Name	Visitor Company	Date Time	Meeting With
2404190001	SUNIL PANDEY	ITS	24/04/2019 13:22	RAJESH CHOUDHARY

From: To Meet: Department: Date: Time: Contact No: Vehicle No: *Click Out*

ADVISORY Today Date Total Visitors = 17 Today's Total Visitors = 0 Inside Visitors = 0 Total Out Visitors = 0 Today's Appointments = 0

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Master Transaction Refresh Query Administration Reports Exit

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Visitor Management Enterprise Solutions
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Welcome, admin Today In: 13 February 2019 06:16:37 pm

Create Badge Appointment

Visit Type: Official Personal Other

Select Category: Visitor Vendor Contractor

Pass Number: 1302190004 Card Number:

Visitor Name: RUPESH SHARMA

Visitor Company: TECHOVAT

Address: HOIDA

Contact No: 9354789658

Any Co-Visitor: RAM SINHA

ID Proof: Visitor ID Card ID Proof No:

Appointment Time: In Time of Visitor: 18:14

Pass Validity: From Date: 13/02/2019 Upto: 13/02/2019

Pass Issued By: radmin

Start Verification

Photograph: Snap Photo Crop Photo

Fingerprint: Enroll Verify

Signature: Add Sign Crop Sign

Deposit Materials: Add

Allowed Materials:

ID Proof: Snap Clear

Visitor OTP: Save & Print Pass Close

ADVISORY Today Date Total Visitors = 12 Today's Total Visitors = 3 Inside Visitors = 1 Total Out Visitors = 2

SAMPLE VISITOR PASS

AIR FORCE STATION SUBROTO PARK CASUAL VISITOR'S PASS		IN LIEU OF IAFZ 3052	
Not Transferable valid for day of Issue Only Camp speed limit 40 kms Seat Belt/Helmet compulsory			
Visitor's Name	RAMESH KUMAR	Age	32
Nationality	INDIAN	CONTACT NO	9311111111
Company	KSIPL	PASS No.: AIR/2604190001	
Address	NEW DELHI		
ID Proof	Vote		
Co Visitors	KRIS		
Place of Visit	PURLHASE		
To See	RAJESH CHOUDHARY -		
Vehicle No		Make/Type	
Purpose of Visit			
Valid From	Apr 26,2019 16:35	Upto	Apr 27,2019 00:35
Time IN	16:37	Time OUT	
Sign of person receiving the visitor		for security Officer	

SAMPLE ONLY

Note : (a) To be returned to same gate after obtaining the sign of receiving the visitor.
(b) Visitor is authorised to visit the place mentioned in pass only.
(c) In case of any problem/incident visitor to contact the gate where pass was issued.
(d) Visitors to follow traffic rules strictly.

इरकॉन इंटरनेशनल लिमिटेड IRCON INTERNATIONAL LTD. इरकॉन		
C-4, DISTRICT CENTER, SAKET, NEW DELHI - 110017		
PASS No.:	VI2812170029	CARD NO.#
NAME OF VISITOR	KUNAL ARYA	
ORGANIZATION	INDUSIND BANK	
CONTACT NO	9312440165	
ID PROOF	Aadhar Card(589658147290)	
CO-VISITOR	2	
PURPOSE	Official	
VALIDITY	From :28/12/2017 Upto 28/12/2017	
Visitor's Signature	Employee's Signature	Security Officer

SAMPLE ONLY

Dear visitor, you are required to follow the security instructions as applicable. The management does not hold any responsibility for any accidents, loss or damage to property for any reason whatsoever, while inside the works.

Print Pass Exit

CONCENTRIX	
	V
NAME : SANDEEP RAM S	TIME IN: 03:35 PM
MOBILE: 9643378994	ID: 20150304 0034
ESCORTED BY DEVENDER YADAV	VISITOR
This badge holder should be escorted all the time till inside the premises	

SAMPLE ONLY

Dear Visitor Your attention, Please !

1. This Badge should be displayed all the time.
2. Return this badge to security control room before leaving the premises.
3. Please contact 0124-4359613, if you find yourself in an emergency situation.

Concentrix Daksh Services India Pvt. Ltd.
DFL IT SEZ Building No.14, DLF Cyber City, Sector 24 & 25A, Phase III, Gurgaon 122002

भारतीय रिज़र्व बैंक नई दिल्ली RESERVE BANK OF INDIA NEW DELHI		Valid for 09/10/2013	
Pass No.	Date	Time	ID Ref.No.
2105130001	Aug 11 2010	10:15	DDD00000008
Phone No.	09810104055		
Name :	NISHANT KUMAR		
Add :	dsfaditdfsdfs		
Exchange Hall Note Exchange 3rd Time			
SAMPLE ONLY			
NISHANT KUMAR निर्भर अधिकारी के हस्ताक्षर Signature of Issuing Authority			
रूपा बाहर जाने से पहले अपना प्रवेश पत्र निरक्षर द्वार पर जमा करा दें । Please surrender the Entry Pass at Exit Door before leaving the premises.			

System Requirement & Pre Requisite

CPU	Intel Pentium Core Processor and higher
RAM	2 GB and higher
Hard Disk	1 Tb and more
Operating Sytem	Windows XP and above
.NET Framework	Microsoft .NET framework 4.5
Web Browser	IIS 5.0 and above
Back end database	SQL Server 2008 and above and Oracle
Additional Benefits / Options	SMS Pack to send SMS notifications
	Official email id for email notifications

FEATURES

- Single Application software for multiple companies
- Use of the Software for not only Visitors but **Employees , Vendors, Contractors.**
- Use of the software for **GATE PASS** generation also.
- Auto updation of Visitors Name and Company, if the same is not there in the database.
- Auto selection of Visitors Name and details if he/she is a pre-Visitor to the company.
- Capture basic information of an appointment like Visitors Name, Company Name, Address, etc.
- Capture of photographs of the visitor for pass printing as well as future records.
- Capture the DIGITAL SIGNATURE of the visitor.
- SMS ALERT feature activated in the Application.
- Auto update of OUT Time for each visitor with Bar Code Reader
- Easy convert of Appointment to Visitor pass.
- Visitor Pass can be customized with Organization logo and desired fields.
- Add Pre-appointments for expected visitors, to reduce time delay in Visitor waiting at the reception.

DESKTOP APPLICATION

- The security person / receptionist enters the details of the visitor along with photo in the software.
- The digital signature of the visitor is captured through the signature pad.
- Pre-Appointment can also be fed in by the security person / receptionist in advance.
- Upon arrival of visitor, the same is checked by the reception and pass is generated.
- The software **prints the Pass / I Card** for visitor.
- Exit Time is marked on the exit of the visitor from the organization.

WEB BASED APPLICATION

- Each user can book his appointment through the web based application.
- Pre-Appointment can also be fed in by the user.
- Upon arrival of visitor, the same is checked by the reception and pass is generated.
- The user can cancel the pre appointment booked.
- The user can clear the status of the visit after the meeting is over.

OUR USP

- **CUSTOMIZED APPLICATION FOR DEFENCE ORGANIZATIONS, HOTELS, SCHOOLS AND COLLEGES FOR PARENTS & VISITORS**
- **IN HOUSE DEVELOPED APPLICATION HENCE CUSTOMIZATION CAN BE DONE**
- **AVAILABLE WITH WEB EXTENSION, KIOSK ETC**

FEW OF OUR CLIENTS

We believe that providing solutions to end customers is the key to success. We closely work with multiple technology partners to develop unique and integrated solutions to our end customers. Our customer list includes the best in the industry because we do not only SALE but help customers to achieve the maximum satisfaction through our systems



TimeDESK

Digitally Integrated IT Solutions

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