



# Visitor Management

StarWatch SMS - Core System Capabilities

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## Visitor Management

#### SECURE VISITOR PROCESSING

StarWatch SMS provides a robust visit planner module, enabling security officials to view and create visit plans using comprehensive scheduling tools. With intuitive calendar-based navigation, the planner facilitates advance setup for large groups and efficient processing of same-day walk-ups.

All visitor-specific parameters, including arrival/ departure dates, card types, and permission levels can be viewed and modified via an advanced settings panel. For highly restricted areas, a sponsor and escort program adds an additional layer of security by matching visitors to registered personnel and outlining pre-configured chaperoning protocols.

#### SYSTEM HIGHLIGHTS

- · Optimized visit scheduling and registration process
- Calendar-based navigation
- Ability to import visitor lists from existing spreadsheets
- · Automatic generation of pre-registration queues
- Simple assignment of sponsors and escorts
- · Permanently stored visit history per individual
- Ability to scan barcodes from driver IDs
- Support for multiple visits by same person, history tracked even when assigned newer credentials
- On-screen operator instructions

#### VISIT PRE-PLANNING

Within the StarWatch SMS platform, visit pre-planning is accomplished via date-specific appointment pages where operators can easily enter lists of expected visitors. Individuals can be quickly selected from the existing database of previous visitors or new profiles can be created for persons who are first-time visitors. The system provides person detail fields, such as name, business, and photo, that can be completed to aid in the identification process as visitors arrive.



Operators can easily view per-individual visit histories, import visitor lists from existing spreadsheets, and assign sponsor/escorts.

A quick-search feature simplifies the assignment of sponsors and escorts by enabling users to locate and select personnel profiles within the system and auto-fill all required details.



#### VISITOR MANAGEMENT

### FULLY INTEGRATED PERIPHERALS

Further enhancing the visitor management process, StarWatch SMS supports an array of registration-related devices. These feature-rich peripherals can be used to automatically import user information into system user profiles and visit records with minimal operator assistance.



The CSSN SnapShell<sup>®</sup> ID reader accurately captures driver's license information using a 3 mega-pixel camera built into its base. With a processing time of 2 to 3 seconds, users simply place their card face down on the window and the device pulls in the required ID details.



The pressure-sensitive Topaz SigLite® LCD pad efficiently captures electronic signatures via biometric/forensic capture techniques. A lowcost touchpad with stylus allows users to quickly record signatures in the StarWatch SMS visitor database.



For capturing visitor ID photos, DAQ recommends the use of high-quality WebCams, such as the Logitech C920, in conjunction with a tabletop tripad capable of providing a camera height of 14 inches.

#### DATABASE IMPORT

The visitor module also allows for the seamless migration of existing visitor databases into the StarWatch SMS system. All user details from existing spreadsheets including those contained within custom fields can be mapped to corresponding fields within the live system. This simple, automated process results in searchable visitor profiles that can be associated with new visit plans.

#### EFFICIENT PROCESSING

To ensure that visitor entry is optimized, all registration procedures have been designed to promote efficiency while still maintaining a high level of security. Upon arrival, visitors can be logged into the visit page, fully registered within the personnel application, verified using driver's license scanning or other tools, and/or issued a visitor badge or access card. Depending on facility setup and security needs, any or all of these processes can be implemented.

To verify proper execution of all visitor procedures, customized lists of step-by-step instructions can be presented on-screen, requiring the operator to indicate completion of each step as they move through the registration process.



#### VISITOR MANAGEMENT

#### **BADGE CREATION**

The creation and issuance of visitor ID passes or access control cards is achieved using HID Asure ID® card personalization software, which is fully integrated within the StarWatch SMS user interface. Using predesigned templates, operators can easily produce visitor-specific badges that include any combination of user details, ID photos, visit parameters and other requirements.



Helping to speed the registration process, the Asure ID badge designer auto-imports user-specific data into template fields

#### REPORTING

Utilizing a range of reporting features, StarWatch SMS operators can generate and view records of system-wide visit history, filtering reports to include only the details and events they require. Visit logs can be created to show activity over a specified time frame, at a specific entry/exit portal, or for a specific individual. Any combination of parameters can be selected.

#### FLEXIBLE SETUP OPTIONS

Using powerful configuration tools, the StarWatch SMS visitor module can be set up to meet a wide range of physical layout options - from simple, singleentrance visitor processing using a guard workstation to kiosk-style layouts where multiple visitor stations are monitored by a central client.

For mobile applications, guards using hand-held devices are able to manage personnel credentials and monitor entry/exit points while communicating in real time with a centralized database.



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