

VISITOR MANAGEMENT SYSTEM

Login screen common for user, employee and admin

Employee login

VISITOR MANAGEMENT SYSTEM

WELCOME TO VISITOR MANAGEMENT SYSTEM

Login Type:

Login Id:

Password:

Forgot Password  Click Here

 CHANGE OR MODIFY

Copyright @ Star Link Communication Pvt. Ltd., Contact Us: 011-40526088
Email:sales@starlinkindia.com

Employee login account to send request to user


VISITOR MANAGEMENT SYSTEM

Enter Your Request to meet the visitor : [Log out](#)

Check Employee Authentication

[Home](#)

Employee Id: 00000128

Visitor Name:*	<input type="text" value="saksham"/>	<input checked="" type="checkbox"/>	Visitor's Email Id:	<input type="text"/>
Visitor Company:*	<input type="text" value="star link"/>		Select Purpose:*	<input type="text" value="Official"/>
Visitor Address:	<input type="text" value="1"/>		Remarks:	<input type="text" value="1"/>
Time of visit:*	<input type="text" value="14:15"/>		Visitor's Contact:	<input type="text" value="1"/>
Date of visit:*	<input type="text" value="23/01/2012"/>		Priority of visitor:*	<input type="text" value="High"/>

Copyright @ Star Link Communication Pvt. Ltd., Contact Us: 011-40526088
Email:sales@starlinkindia.com

After sending request from his account employee will log out. If employee want to enter request of visitor who has already login in past then employee need not to enter his details again but he just has to click on image which is shown with Visitor Name textbox. As he'll click on this image then a pop-up of sign in visitors will open and from there employee can send visitor request.

User login

VISITOR MANAGEMENT SYSTEM

WELCOME TO VISITOR MANAGEMENT SYSTEM


Login Type: USER ▼

Login Id: Security


Password: •••••

Sign In

Forgot Password



Click Here



CHANGE
OR MODIFY

Copyright © Star Link Communication Pvt. Ltd., Contact Us: 011-40526088
Email:sales@starlinkindia.com

User login account to check employee request

VISITOR MANAGEMENT SYSTEM

[Log Out](#)

Employee Request For Visitors:

User Id: s

[Check User Authentication](#)


Search Request By Either Visitor Name Or Visitor Company Name:

[Modify Or Sign Out Visitor](#)

Visitor Name:

Visitor company Name:

Search employee request
All records

Home 

	Visitor Name	Visitor Company	Visitor Address	Visitor Contact	Visitor Sign In	Employee Id	Employee Department	Visitor Priority
SignIn	1	star link			19/01/2012 11:00:00 AM	s		L
SignIn	3	3			19/01/2012 11:00:00 AM	Admin		L
SignIn	saksham	star link	1	1	19/01/2012 11:00:00 AM	s		M
SignIn	saksham	star link	1	1	23/01/2012 2:40:00 PM	00000128	SUPPORT	M

Now user will search employee request by entering visitor name

VISITOR MANAGEMENT SYSTEM

[Log Out](#)

Employee Request For Visitors:

User Id: s

Check User Authentication

Search Request By Either Visitor Name Or Visitor Company Name:

Modify Or Sign Out Visitor

Visitor Name: saksham

Visitor company Name:

Search employee request

All records

Home

	Visitor Name	Visitor Company	Visitor Address	Visitor Contact	Visitor Sign In	Employee Id	Employee Department	Visitor Priority
SignIn	saksham	star link	gurgaon	1	23/01/2012 2:40:00 PM	00000128	SUPPORT	H

User will sign in concerned visitor by clicking on sign in option given in above grid view and will take visitor details from visitor along with visitor image as shown below:-

VISITOR MANAGEMENT SYSTEM

Visitor Details:

Sign In By User Id: s

Meeting With : Employee-00000128

Visitor Id:* 201201231

Visitor Name:* saksham

visitor company: star link

visitor address:* gurgaon

Visitor's Contact:* 9585686585


Visitor's Email-Id: saksham@gmail.com

Purpose Of Visit:* Official

Remarks:

Request Id: 12

Upload Image: C:\Documents { Browse...



 11:29 AM (HH:MM)

23/01/2012 (DD/MM/YYYY)

Sign In

Print

Sign Out

Cancel

Modify

If visitor has some material then [CLICK HERE](#)

Material Serial No. 4

Material Name:*

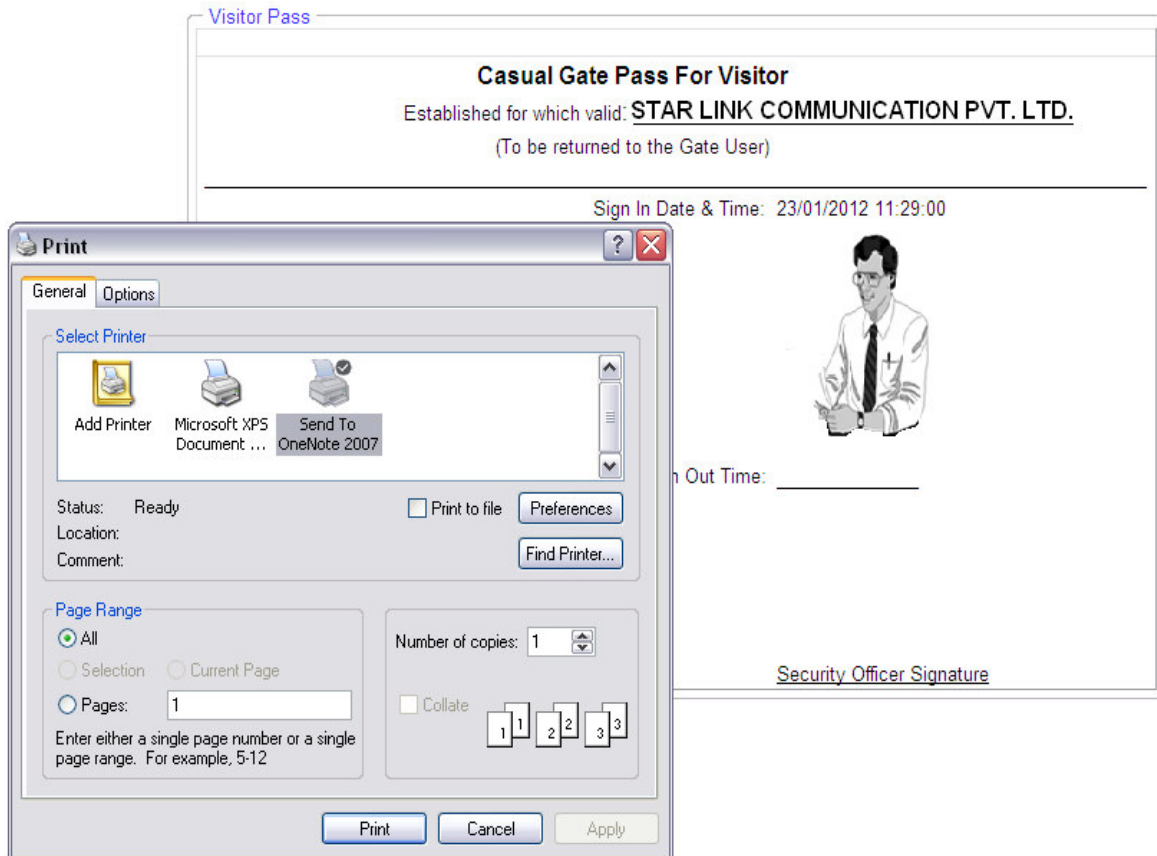
Material Code:*

Add

Material Serial No.	Material Name	Material Code
1	camera	nikon
2	laptop	lenovo
3	pen drive	kingston

Gate user will sign in visitor by clicking on “Sign In” button option and after that he will take a print of visitor by clicking on “Print” button. As he click on the print button he will be asked to take print of visitor with its all details and material details.

After click on Print button following window will be popped –up where he will be asked for the print as shown below:



Visitor Pass

Casual Gate Pass For Visitor
Established for which valid: STAR LINK COMMUNICATION PVT. LTD.
(To be returned to the Gate User)

Visitor Id : 201201231

Name : saksham

Company : star link

Address : gurgaon

Contact : 9585686585

Email-Id : saksham@gmail.com

Purpose : Official

Sign In By : s

Meeting With : sumit

Sign In Date & Time: 23/01/2012 11:29:00



Sign Out Time: _____

Material Information of visitor:

Serial No.	Material Name	Material Code
1	camera	nikon
2	laptop	lenovo
3	pen drive	kingston

Visitor Signature

Employee Signature

Security Officer Signature

Now visitor has sign in into the company but if when visitor sign out from the company then gate user will click on sign out option from his account and will be redirected to the following page:-

VISITOR MANAGEMENT SYSTEM

[Log Out](#)

Sign Out Or Modify Visitor From The Company:


[Go Back](#)

User Id: s

Search Visitor By Either Visitor Id Or Visitor Name:

Visitor Id:

Visitor Name:

Select	Visitor Image	Visitor Id	Request Id	Visitor Name	Visitor Company	Visitor Address	Visitor Contact	Email-Id	Visitor Purpose	Visitor Sign In	Remarks
SignOut Modify		201201231	12	saksham	star link	gurgaon	9585686585	saksham@gmail.com	Official	23/01/2012 11:29:00 AM	

Now he can sign out the visitor from the sign out option shown above:

User, Employee and admin can change their password if they are not comfortable with the old password. They can change their password by clicking on the “modify or change password” image which is shown on the main login screen.

VISITOR MANAGEMENT SYSTEM

WELCOME TO VISITOR MANAGEMENT SYSTEM

Login Type:

Login Id:

Password:

Forgot Password



Click Here



**CHANGE
OR
MODIFY**

Copyright @ Star Link Communication Pvt. Ltd., Contact Us: 011-40526088
Email:sales@starlinkindia.com

After clicking on change password, pop up will open where they can get the new password

VISITOR MANAGEMENT SYSTEM

WELCOME TO VISITOR MANAGEMENT SYSTEM

Welcome to change or modify your password

Please fill the following information:

Enter Old Password:

Enter New Password:

Re-Enter New Password:



**Change
Password**

User, employee and admin can also get their forgotten password on their email-id by clicking on the option given on main login screen

VISITOR MANAGEMENT SYSTEM

WELCOME TO VISITOR MANAGEMENT SYSTEM

Login Type:

Login Id:

Password:

Forgot Password



Click Here



**CHANGE
OR MODIFY**

Copyright © Star Link Communication Pvt. Ltd., Contact Us: 011-40526088
Email:sales@starlinkindia.com

By clicking on the this option other popup will open where they can get their forgotten password on their email-id

VISITOR MANAGEMENT SYSTEM

WELCOME TO VISITOR MANAGEMENT SYSTEM

Get your forgotten password on your Email-Id

Please fill the following information:

Select Type:

Login Id:

Email-Id:



Copyright © Star Link Communication Pvt. Ltd., Contact Us: 011-40526088
Email:sales@starlinkindia.com

Admin login

Admin will also login from the same login screen which is common to other users

VISITOR MANAGEMENT SYSTEM

WELCOME TO VISITOR MANAGEMENT SYSTEM

Login Type:

Login Id:

Password:

Forgot Password

 Click Here



CHANGE
OR MODIFY

Copyright @ Star Link Communication Pvt. Ltd., Contact Us: 011-40526088
Email:sales@starlinkindia.com

Admin login account is shown below

VISITOR MANAGEMENT SYSTEM

Admin Id: Admin

Login ✓

Visitor's Request ✓

Employee Request ✓

Create Account ✓

Reports ✓

Permission

[Log Out](#)

This admin id 'Admin' has got permission to access these options...

Copyright @ Star Link Communication Pvt. Ltd., Contact Us: 011-40526088
Email:sales@starlinkindia.com

Here you can see admin can login in any module i.e. visitor request where he can check all the visitor's request sent by employee, he can enter into employee request where he can send request to the gate user, admin can also create account of user and employee and other admin also. The create account screen is shown below:-

VISITOR MANAGEMENT SYSTEM

Select Your Type To Create New Account:

[Log Out](#)

[Back](#)

Admin Id: Admin

Select Your Type:

Login Id:*

Name:*

Password:*

Confirm Password:*

Email Id :

Copyright © Star Link Communication Pvt. Ltd., Contact Us: 011-40526088
Email:sales@starlinkindia.com

After creating account of users, admin can give permission from his account to access other modules or can revoke permission to access only limited modules. The permission pop-up is shown:

VISITOR MANAGEMENT SYSTEM

Admin Id: A

[Log Out](#)

[Login](#)
[Visitor's Req](#)
[Employee R](#)
[Create Acco](#)
[Reports](#)
[Permission](#)

Welcome Admin To Grant Permission To Users & Employees

Login Type:

Login Id:

☐ Login
☐ Visitor's Request
☐ Employee Request
☐ Create Account
☐ Reports

PERMISSION GRANTED



Admin can check reports from his account. As he clicks on the report option then he will be redirected to the following page where he can search **Sign In, Sign Out, Unsigned Visitors** and **Visitor Materials** either by their Id or by their Name as shown below:

VISITOR MANAGEMENT SYSTEM

Check Complete Visitor Details:
Home

Admin Id: Admin

Visitor Reports:

☒ Sign In Visitors
☐ Sign Out Visitors
☐ Unsigned Visitors

☐ Visitor Material

Search Visitor either by Visitor Id or by Visitor Name:

Visitor Id:
Visitor Name:
Search

Visitor Image	Visitor Id	Visitor Name	Employee Request Id	Company	Address	Contact	Email-Id	Purpose	Sign In	Sign In By	Remarks	Meeting
	201201231	saksham	12	star link	gurgaon	9585686585	saksham@gmail.com	Official	23/01/2012 11:29:00 AM	s		sumit

VISITOR MANAGEMENT SYSTEM
Check Complete Visitor Details:
Home

Admin Id: Admin

Visitor Reports:

☐ Sign In Visitors
☐ Sign Out Visitors
☐ Unsigned Visitors

☒ Visitor Material

Visitor Id:
Visitor Name:
Search

Here he can check all the reports related to the visitor. That's it...

* * * * *
 —————
 * * * * *
 —————
 ---THE END---