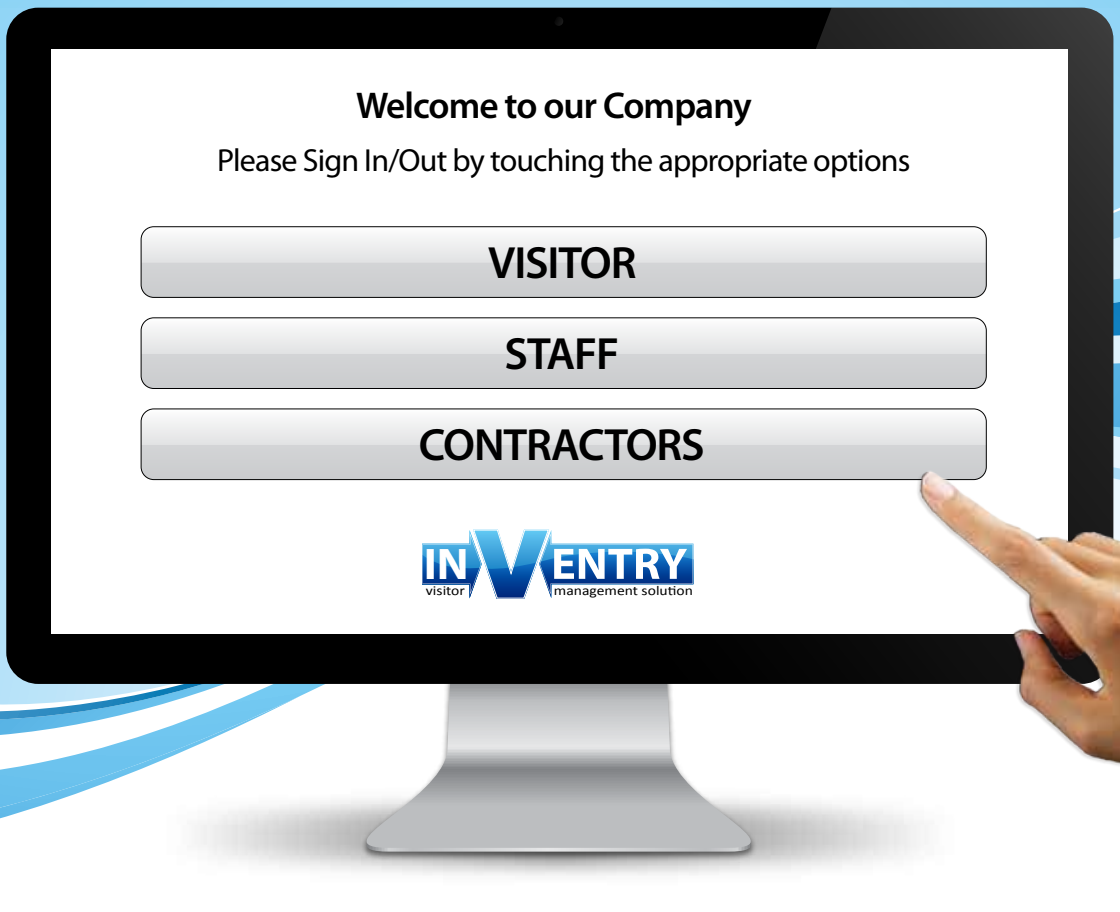
IN VENTRY
visitor management solution




# Outstanding Visitor Management Solutions

# Delivering Outstanding Solutions

## What is InVentry?

**The InVentry system is a site access and safeguarding management solution,** which will convey a professional image about your company from the moment your visitor walks through the door. The solution gives maximum traceability and control of all staff, contractors, and visitors accessing your site each day.

InVentry uses a sleek and stylish touch screen interface located at the reception. Linking back to a PC for simple administration by your receptionist, it makes site access and safeguarding a simple but effective process.

Optional modules can enhance InVentry further; making it more effective, yet even easier to use. These range from a barcode scanner allowing sign in/out with a simple swipe, to a synchronised iPad/iPhone App for external registration in the event of an emergency evacuation.

**InVentry can provide you with a comprehensive & cohesive approach to managing visitors and staff in your company.**

## The key features of InVentry

### Easy to use Reception Console
Allows admin staff full access to search, print reports, and manage the system.

### Staff Management & Time Cards
Allows staff to sign in/out easily by either touching their picture or swiping their badge. Also allows staff time cards to be produced.

### Events Management Module
Ability to pre-book visitors into your building for events such as Training Days or Interview Sessions. The visitor could then print off, or show on their smart phone, an individual barcode to be scanned at the event.

### Low Cost
The low running cost of the system will mean it is often less than many traditional paper-based

### Pass Printing
Vehicle Permits can be printed quickly & easily.

### Visitor Agreement Screen
Optional feature to allow your company to meet any Health & Safety regulations on information given to your visitors.

### Staff Notification
Notifies staff that their visitor has arrived by e-mail and/or SMS text message.

### Professional Image
Give your visitor the very best impression from the moment they enter your offices.

### Fire Roll Call
Options to print off a report or access via web portal or mobile APP.

### Language Packs
The sign-in screens are available in any language and can be changed at the touch of a button.

# Delivering Outstanding Solutions

## Multi-Tenanted Solution

**The InVentry System has a solution that is specifically designed to help multi-tenanted offices.**

**Specifically designed** to help multi-tenanted offices

Pre-booking facility **saves valuable time** with high volumes of visitors

Intelligent sign-in screen **differentiates between companies** & sends a relevant email notification to their office

## Un-manned Reception

**The E-mail notification feature coupled with visitor self-sign in, makes the InVentry System an ideal choice for any un-manned reception area.**

**Independent** visitor sign in

**Email or SMS notification** to the relevant member of staff

Photograph included in the email to **know your visitor before you meet them**

**Step 1:** Visitor Sign In

**Step 2:** Collect Badge

**Step 3:** Access Your Data

## Health & Safety - Put a tick in the box

1. **Easy identification of all visitors and staff.**
2. **Registers staff and visitors during fire evacuation procedure.**
3. **Visitor Agreement Screen allows you to set out rules & regulations for your visitors.**

**InVentry has the experience and the personalised approach that will help you meet the health and safety requirements of your company.**

## Additional Features

### INVENTRY ANYWHERE

InVentry Anywhere allows for online fire evacuation lists which works over the 3G network.

This means that more than one member of staff at a time can update the list on any iPad or iPhone type device.

### INVENTRY QUICKSCAN

A quick scan unit for use at multiple entrances around the building to track entrance and exit at those locations.

INVENTRY visitor management solution

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