

eSSL – eVisitorTrack - Lite

Help Manual Document

Ver 3.0

Table of Contents

What is eSSL - eVisitorTrack-Lite (Visitor Management System)?	3
eSSL eVisitorTrack-Lite features	3
eSSL eVisitorTrack-Lite Login Form	4
Database Settings Form	5
Main Form	6
Add /Edit Visitor Logs Form	7
Capture Visitor Photo	8
Capture Visitor Finger Print	8
Select Existing Visitor Form	9
Select Existing Employee Form	10
eSSL eVisitorTrack-Lite Pass	11
eSSL eVisitorTrack-Lite Reports	12
Report Without Photo	12
Report With Photo and Fingerprint	13

What is eSSL - eVisitorTrack-Lite (Visitor Management System)?

eSSL Visitor Management System deals with the security provided at various premises from the unauthenticated or unwanted visitors. This electronic solution can overcome the various flaws that were initially faced by the primitive security methods to check the visitors at particular premises.

Nowadays, In most organizations Visitor management consists of visitors scribbling their name in a paper book . Instead, eVisitorTrack-Lite Software will assist you the professionalized way in which you welcome your visitors. This software is a complete Visitor Management service to improve the efficiency, productivity, security and customer satisfaction.

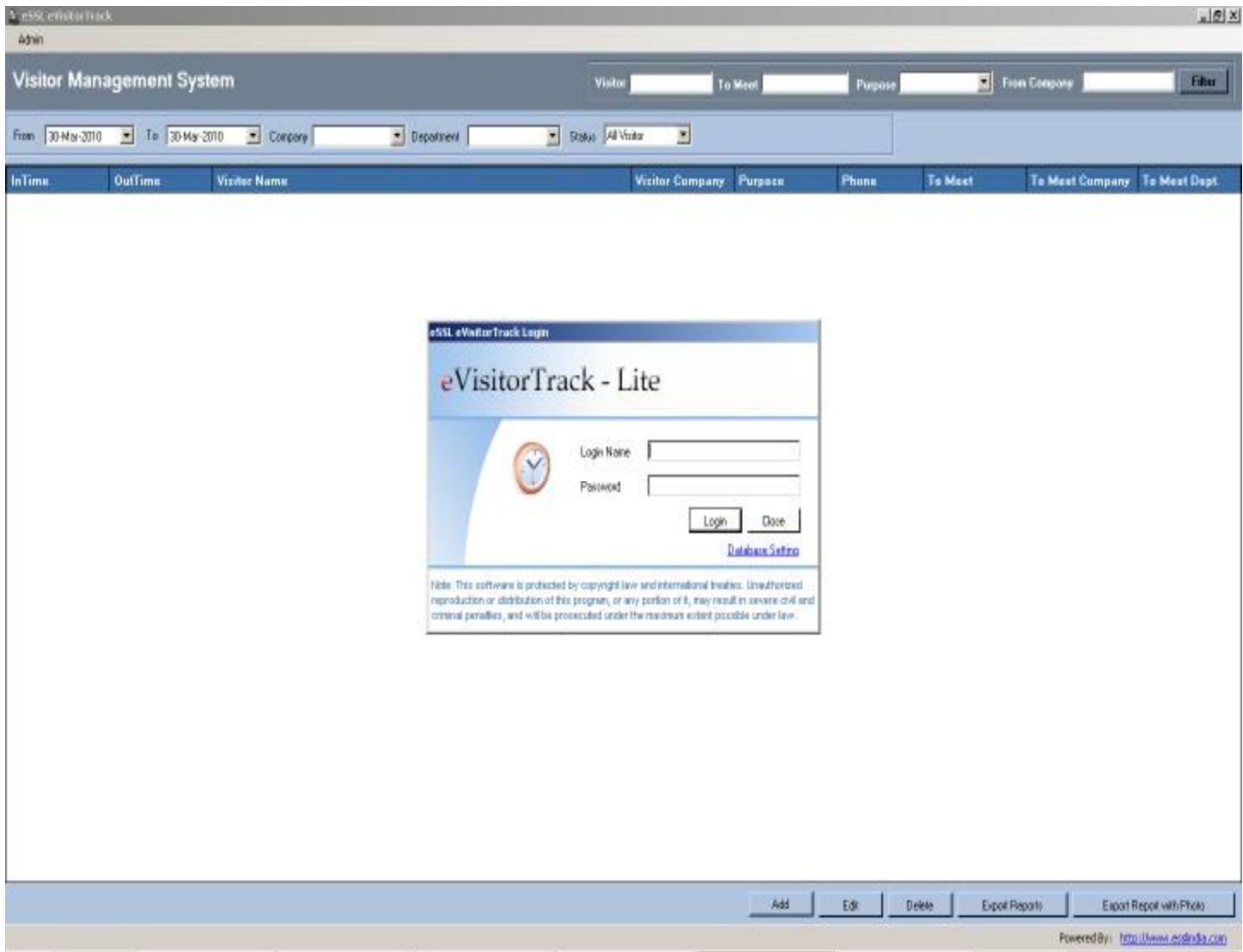
- ✦ **eSSL eVisitorTrack-Lite** delivers the complete Visitor Management Solution Integrated with eTimeTrackLite(Time and Attendance Software) .This integration provides the key advantages like accessing the existing Employee, Company and Department Information. It assists in capturing all-relevant information about the visitor which is automatically captured in a database and a professional quality Visitor Badge is generated. There's No need to encode the regular visitors, when visited again, they are easily available.
- ✦ **eSSL eVisitorTrack-Lite** provides the captured relevant Visit ,Visitor Status, time in /out, Visitor details including the ability to save additional information such as Photos and Finger Prints.
- ✦ **eSSL eVisitorTrack-Lite** Visitor Management system is a logical extension of the existing proven eTimeTrackLite(Time and Attendance Software).It delivers a complete featured management system to track visitor details across multiple Companies.

eSSL eVisitorTrack-Lite features

- ✦ Add , Edit , Delete Visitor record with Photo and Fingerprint
- ✦ Monitoring the Visitors & their activities in the company.
- ✦ Keeping an Account of Prescheduled appointments by officers .
- ✦ Generating Visitor Badge.
- ✦ Generating Visitor Report With and Without Photo
- ✦ Filtering of Visitor Record according to :
 - Visitor Name and Visitor Company
 - From Date and To date
 - To meet the intended Employee of particular Company or Department
 - Visiting Purpose
 - Status such as In Visitor and Out Visitor

eSSL eVisitorTrack-Lite Login Form

eVisitorTrack-Lite Login Form allows user to Login eVisitorTrack-Lite Software. Database Setting link allows user to change the database settings.



The screenshot displays the eSSL eVisitorTrack-Lite Login Form within a web browser window. The browser's address bar shows the URL "eSSL eVisitorTrack". The page title is "Admin". The main heading is "Visitor Management System". Below the heading, there are search filters for "Visitor", "To Meet", "Purpose", and "From Company", with a "Filter" button. Below these filters, there are date range selectors for "From" (30-Mar-2010) and "To" (30-Mar-2010), along with dropdown menus for "Company", "Department", and "Status" (All Visitor). A table with columns "InTime", "OutTime", "Visitor Name", "Visitor Company", "Purpose", "Phone", "To Meet", "To Meet Company", and "To Meet Dept." is visible. In the center of the page, there is a login dialog box titled "eSSL eVisitorTrack Login" with the text "eVisitorTrack - Lite". The dialog box contains a clock icon, input fields for "Login Name" and "Password", and "Login" and "Close" buttons. Below the input fields, there is a link for "Database Setting". At the bottom of the dialog box, there is a note: "Note: This software is protected by copyright law and international treaties. Unauthorized reproduction or distribution of this program, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted under the maximum extent possible under law." At the bottom of the browser window, there are buttons for "Add", "Edit", "Delete", "Export Reports", and "Export Report with Photo". The footer of the browser window shows "Powered By: http://www.easindia.com".

Database Settings Form

Database Settings Form allows you to Change Database Settings. This Software Supports Ms Access, Sql Server and Oracle Database.

The screenshot shows the 'Database settings' dialog box with 'MS Access' selected in the 'Database Type' dropdown. The 'Filepath' field is empty with a browse button (...). The 'Is Password Protected' checkbox is unchecked. The 'Password' field is empty. At the bottom are 'Test Connection', 'Save', and 'Close' buttons.

Database settings	
Database Type	MS Access
Filepath	<input type="text"/> ...
<input type="checkbox"/> Is Password Protected	
Password	<input type="password"/>
Test Connection Save Close	

The screenshot shows the 'Database settings' dialog box with 'MS SQL Server' selected in the 'Database Type' dropdown. The 'Database Server/DSN Name' field contains 'localhost'. The 'Database Name' field contains 'etimeTracklite1'. The 'Authentication Type' dropdown is set to 'Windows Authentication'. The 'User Name' and 'Password' fields are empty. At the bottom are 'Test Connection', 'Save', and 'Close' buttons.

Database settings	
Database Type	MS SQL Server
Database Server/DSN Name	localhost
Database Name	etimeTracklite1
Authentication Type	Windows Authentication
User Name	<input type="text"/>
Password	<input type="password"/>
Test Connection Save Close	

The screenshot shows the 'Database settings' dialog box with 'Oracle' selected in the 'Database Type' dropdown. The 'Database Server/DSN Name' field contains '192.168.1.151'. The 'User Name' field contains 'eTimetrackLite1'. The 'Password' field contains 'XXXXXX'. The 'Port Number' field contains '1521'. The 'Service Name' field contains 'XE'. At the bottom are 'Test Connection', 'Save', and 'Close' buttons.

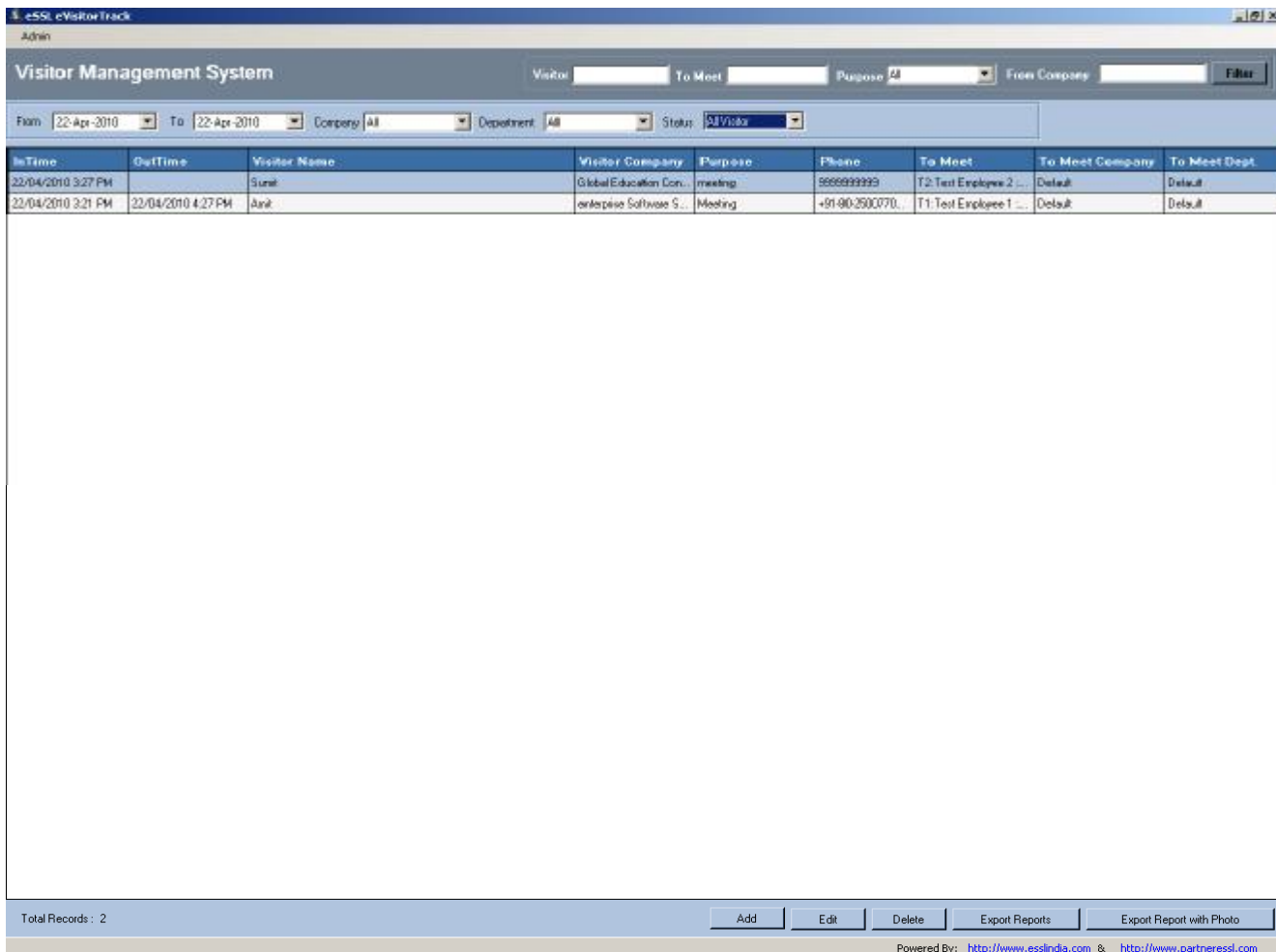
Database settings	
Database Type	Oracle
Database Server/DSN Name	192.168.1.151
User Name	eTimetrackLite1
Password	XXXXXX
Port Number	1521
Service Name	XE
Test Connection Save Close	

Main Form

eSSL eVisitorTrack-Lite Main Form will display all the visitors of current date. The list of Existing records can be found by adjusting the From and To date.

This form also provides filtering according to:

- ✚ Visitor Name and Visitor Company
- ✚ To meet the Intended Employee of particular Company and Department.
- ✚ Visiting Purpose
- ✚ From Date and To date
- ✚ Company and Department
- ✚ Status like AllVisitors, InVisitor and OutVisitor. AllVisitor will display list of all visitors both in and out, InVisitor will display list of visitors who are In and OutVisitor will display list of visitors who went out.



Admin

Visitor Management System

Visitor: To Meet: Purpose: From Company: Filter

From: 22-Apr-2010 To: 22-Apr-2010 Company: All Department: All Status: All Visitor

InTime	OutTime	Visitor Name	Visitor Company	Purpose	Phone	To Meet	To Meet Company	To Meet Dept.
22/04/2010 3:27 PM		Sunil	Global Education Con...	meeting	9999999999	T2: Test Employee 2 ...	Default	Default
22/04/2010 3:21 PM	22/04/2010 4:27 PM	Anil	enterprise Software S...	Meeting	+91-90-2500070...	T1: Test Employee 1 ...	Default	Default

Total Records : 2

Add Edit Delete Export Reports Export Report with Photo

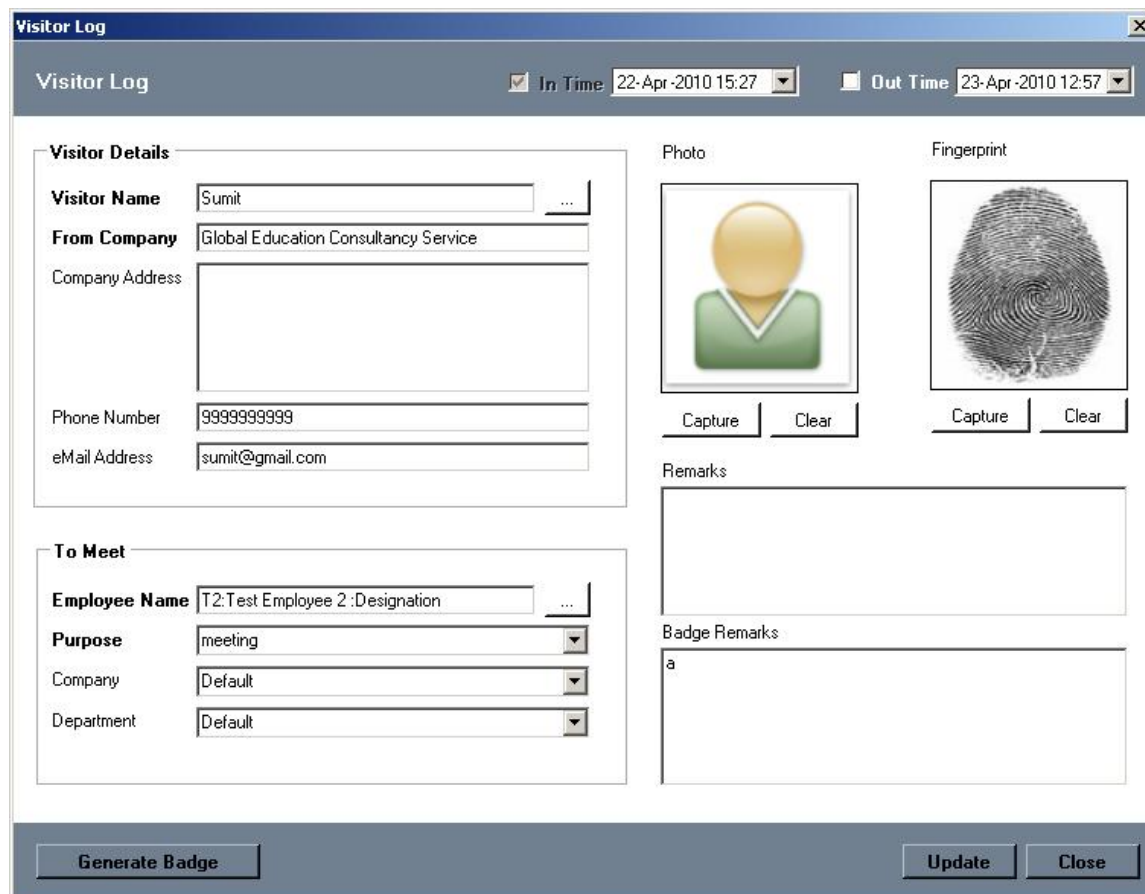
Powered By: <http://www.esslindia.com> & <http://www.partneressl.com>

Add /Edit Visitor Logs Form

Add -> Select one row from Main Form and click Add Button

Edit -> Select one row from Main Form and Click Edit Button

Add/Edit Visitor Logs Form allows you to Add or Edit Visitor's Detail like InTime, OutTime, Name ,Company, Company Address, Phone No., email Address, Photo , Finger Print and to meet Purpose, Employee of particular Company and Department Name. In this Form Visitor's Name, Visitor's Company, InTime, Employee Name and Visiting Purpose are Mandatory Fields. This Form also allows you to Generate Visitor Badge by clicking the Generate Badge Button.



The Button (...) corresponding to Visitor Name will allow you to load existing Visitor details like Visitor Name , Visitor Company, Company Address, Phone No., email Address, Photo and Finger Print.

The Button (...) corresponding to Employee Name will allow you to load existing Employee details like Employee Name, Company and Department.

The Capture Button corresponding to Photo will allow you to capture Visitor photo from WEBCAM or by Browsing .

The Capture Button corresponding to Fingerprint will allow you to Load Visitor Finger Print from Biometric Finger print Sensor .

Capture Visitor Photo

In Add/Edit Visitor Logs Form, the Capture Button corresponding to Photo will Display the Capture Photo Form which will allow you to Save Visitor's Photo either through Web Cam or through Browsing. In Capture Photo Form Start Web Cam button will connect webcam to the software, Capture button will Capture the Photo through WEBCAM, Browse button will select the Photo and Save Button will allow you to Display captured the Photo on Add/Edit Visitor Logs Form.



Capture Visitor Finger Print

In Add/Edit Visitor Logs Form, the Capture Button corresponding to Fingerprint will Display the Capture Fingerprint Form which will allow you to Save Visitor's Fingerprint through Biometric Fingerprint Sensor. In Capture Fingerprint Form, the Save Button will allow you to Display the captured Fingerprint on Add/Edit Visitor Logs Form.



Select Existing Visitor Form

Select Existing Visitor Form allows you to select existing Visitor Details .It also allows to filter the Visitors by Visitor Name, Company, Phone No and email. This Form will load all the details of selected Visitor with photo and Fingerprint on Add/Edit Visitor Form.

Select Visitor

Visitor Name Company Phone Email

Visitor Name	Company	Phone	Email
aa	aa		
akanksha	essl		
Amit	enterprise Software Solution ...	+91-80-25007700 (30 li...	amit@gmail.com
Sumit	Global Education Consultancy...	9999999999	sumit@gmail.com

Select Existing Employee Form

Select Existing Employee Form allows you to Select, To meet Employee Details .It also allows to Filter the Employee by Employee Name, Company and Department. This Form will load the details of selected Employee on Add/Edit Visitor Form.

Select Employee

Emp Code

Emp Name

Company

Dept.

Filter

Emp Code	Emp Name	Company	Department
1	1 :QA	Default	Default
2	2 :QA	Default	Default
3	3 :	Default	Default
4	4 :QA	Default	Default
22	22 :QA	Default	Default
36	36 :QA	Default	Default
37	37 :QA	Default	Default
436	436 :QA	Default	Default
446	446 :QA	Default	Default
448	448 :QA	Default	Default
T1	Test Employee 1 :QA	Default	Default
T2	Test Employee 2 :QA	Default	Default
T3	Test Employee 3 :QA	Default	Default

Select

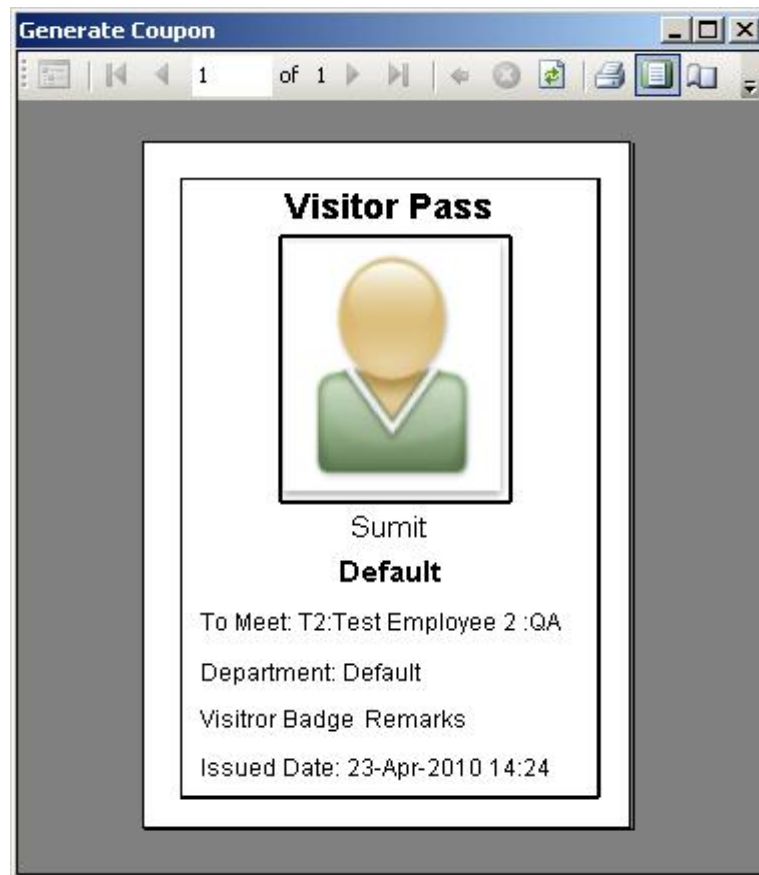
Cancel

eSSL eVisitorTrack-Lite Pass

eVisitorTrack-Lite software comes with built-in visitor pass template that you can use straight away to print professional visitor passes for your visitors when they register through Add/Edit Visitor Logs From.

eVisitorTrack-Lite Visitor's Pass Contains :

- ✚ Visitor Name
- ✚ Visitor Photo
- ✚ Visitor Badge Remarks
- ✚ To Meet the Intended Employee ,Employee Code ,Designation,Company and Department.
- ✚ Visitors Pass Issued date & time






eSSL eVisitorTrack-Lite Reports

eVisitorTrack-Lite software can generate Visitors Logs Reports with or without Visitor Photo and Fingerprint.

Report Without Photo:

Visitor Logs Report										
Apr 22 2010 To Apr 22 2010										
Printed On : Apr 23 2010 14:47										
SNo.	In Time	Out Time	Visitor Name	Company	Phone	To Meet	Visit Purpose	To meet Company	To meet Dept.	Remarks
1	22-Apr-2010 15:27		Sumit	Global Education Consultancy Service	9999999999	T2:Test Employee 2:QA	meeting	Default	Default	
2	22-Apr-2010 15:21	22-Apr-2010 16:27	Amit	enterprise Software Solution Lab	+91-80-25007700 (30 lines), 25320941	T1:Test Employee 1:Designation	Meeting	Default	Default	

Report with Photo and Fingerprint

Visitor Logs Report Apr 22 2010 To Apr 22 2010									
Printed On : Apr 23 2010 14:55									
SNo.	InTime	OutTime	Visitor Name	Company	Phone	To Meet	Visit Purpose	To meet Company	To meet Dept.
1	22-Apr-2010 15:27		Sumit	Global Education Consultancy Service	9999999999	IT: Test Employee 2:QA	meeting	Default	Default
	Photo	Fingerprint	Remarks						
									
2	22-Apr-2010 15:28	22-Apr-2010 16:27	Amit	Enterprise Software Solution Lab	+91-80-25007700 (30 lines), 25320941	IT: Test Employee 1: Designation	meeting	Default	Default
	Photo	Fingerprint	Remarks						
									

Generated By: essl

Page No. 1