



# EasyLobby® Secure Visitor Management (SVM™) 10

**SYSTEM REQUIREMENTS:**

**Minimum System Requirements for EasyLobby SVM™, Administrator, Satellite:**

- Pentium® IV processor
- Windows® XP, Windows® 7 or Windows Vista®
- 1GB of RAM
- 100MB of free disk space

**Minimum System Requirements for eAdvance™**

- Microsoft® Windows® Server operating system (2000, 2003, or 2008)
- Microsoft® IIS 5.0 or higher
- 1GB of RAM

**Minimum System Requirements for Database Server:**

- Microsoft® Windows® Server operating systems (2000, 2003, or 2008)
- 1GB of RAM
- Disk space (average record size is 10k with no photo; 20k with a photo)

**Databases Supported:**

- Microsoft® Desktop Engine (MSDE)
- Microsoft® SQL Server® 2005 or 2008 Express
- Microsoft® SQL Server® (2000, 2005 or 2008)
- Oracle (9i or higher)

**ENTERPRISE-CLASS SOLUTION FOR VISITOR REGISTRATION, BADGE PRINTING AND MANAGEMENT OF ASSETS AND PACKAGES**

- **Scale with ease** - Quickly grow from a single system to hundreds of EasyLobby SVM workstations through a shared central database (SQL Server, Oracle or MSDE).
- **Improve security** - Enables an organization to identify exactly who is in their facility and the reason why.
- **Enhance the professionalism of an organization** - Streamline the visitor check-in process by electronically scanning an ID and capturing detailed information with easy-to-use drop down menus and provide high quality badges for all visitors.
- **Identify unwanted visitors** - Create internal watch lists and use external databases to screen against unsolicited visitors, such as government-denied parties and sex offenders.

HID Global's EasyLobby® Secure Visitor Management (SVM™) software provides comprehensive, enterprise-class visitor registration, badge printing, tracking, reporting, asset and package management, and employee/contractor time and attendance.

EasyLobby Secure Visitor Management software is the primary application for processing visitors - scanning an ID, record creation, badge printing, check-in and check-out, and watch lists screening. In addition, EasyLobby SVM™ offers multiple, programmable security alerts delivering notification on-screen, through email.

EasyLobby SVM software can quickly scale to a network of hundreds of stations, all running on a central database and is flexible, easy to install, learn and use.

As a highly customizable solution, it also enables businesses to create their own badge designs utilizing the integrated custom badge design tool or chose from the hundreds of built-in templates to create full-color visitor and employee badges.

Kiosk mode enables unattended lobby visitor registration and badging, with options including pre-registration enforcement, robust barcode check-in/check-out functionality and support for barcode scanners. EasyLobby SVM offers an ideal solution for automated check-in and check-out.

Check-in can be further streamlined with the use of biometric fingerprint readers and contactless readers for returning visitors. EasyLobby SVM also allows businesses to capture multiple signatures for each visitor, package or asset, as well as multiple photos for each visitor and employee record.

With dynamically updated grid views, the EasyLobby SVM screen shows the current status of visitors, packages and assets. Additionally, the ability to create reports and run queries with the solution is simplified through the use of a broad range of pre-defined Crystal Reports, with a wizard for creating custom reports.

Central administration of all SVM functions can be performed by Administrator software for database administration, real-time monitoring, badge design, and reporting functions.

EasyLobby SVM's versatile self-registration/

**CUSTOMIZABLE:**

- Define fields for visitor, employee, package and asset forms. EasyLobby® SVM™ offers 48 user-defined fields in total: 24 fields for visitor, 12 for employee, six for packages and six for assets.
- Gain complete control over visitor form fields, including renaming labels and tabs, show/hid, enable/disable, setting required fields and data capture from ID scans.
- Create and manage your own lists for reasons, categories, clearances and more.

**DATABASE SUPPORT:**

- EasyLobby stores its information in a database file called a Visitor Log
- EasyLobby SVM supports two types of Visitor Logs: Microsoft® Access database logs and ODBC (open database connectivity) database logs. ODBC database logs include MSDE, MS SQL Server and Oracle databases.

**INTEGRATION WITH ACCESS CONTROL, HUMAN RESOURCES AND OTHER SYSTEMS:**

- Seamless integration with over 40 of the leading access control systems to provide select visitors with customized card access from the EasyLobby SVM interface.
- Import employee list(s) from any ODBC database or Active Directory, with auto scheduling and updating.
- Employ flexible data import and export functions.
- Support single sign-on, with hooks for alternative authentication methods.



**PROGRAM OPTIONS**

<b>User Security Levels</b>	Five pre-configured security levels of users: Novice, Operator, Manager, Site Administrator and Enterprise Administrator, plus the ability to customize additional levels.
<b>User Defined Fields</b>	24 total for visitor form, customizable as a check box, drop-down menu, text field or date
<b>Visitor Field Configurations</b>	<p><b>Fields on the Visitor Log can be set to:</b></p> <p><b>Enabled/Disabled:</b> Allows the user to enter information into the field. Disabled prevents the user from entering information by graying out the field.</p> <p><b>Required/Not Required:</b> Required fields are marked with an asterisk for the visitor to complete before being checked in.</p> <p><b>In Grid:</b> Shows or hides a field from the grid view.</p> <p><b>License:</b> Determines the information that is pulled from the driver's license scan into the visitor log.</p> <p><b>Business Card:</b> Determines the information that is pulled from the business card and scans into the visitor log.</p>
<b>Alert Options</b>	Visitor Check In, Package Check In, Watch List Alert, Expired Badges, Panic Message, Current Visitor, Maximum Visitor, Frequent Visitor, Time-Based
<b>Hardware Device Options</b>	EasyLobby supports the following hardware devices: CardScan 800 Business Card Scanner, SnapShell driver's license/business card scanner, AssureTec ID-150 scanner, ICI DCM/2 Driver's License Reader, SnapShell Passport Scanner, Topaz Signature Capture Pad, IDTECH magnetic stripe reader, Metrologic barcode scanner, RF Ideas pc Prox card reader, M2sys Biometric Fingerprint reader
<b>Languages Supported</b>	English, Spanish, French, Portuguese, German

**hidglobal.com**

North America: +1 512 776 9000  
 Toll Free: 1 800 237 7769  
 Europe, Middle East, Africa: +44 1440 714 850  
 Asia Pacific: +852 3160 9800  
 Latin America: +52 55 5081 1650

© 2014 HID Global Corporation/ASSA ABLOY AB. All rights reserved. HID, HID Global, the HID Blue Brick logo, the Chain Design, and EasyLobby are trademarks or registered trademarks of HID Global or its licensor(s)/supplier(s) in the US and other countries and may not be used without permission. All other trademarks, service marks, and product or service names are trademarks or registered trademarks of their respective owners. 2014-12-10-el-secure-visitor-mgmt-10-software-ds-en PLT-03111