



Safeguard your registration process by accurately capturing and storing detailed visitor information.

 *Securing the Workplace*

vIDix INFO *Visitor Management*

Designed to meet your organization's diverse needs, vIDix INFO is the ideal solution for automated Visitor Management. Whether you are using a traditional guest book for visitor sign-in, have lobby attendants greet and check-in visitors, or an unattended lobby, vIDix INFO provides a comprehensive enterprise class Visitor Management solution.

Accurately capture detailed visitor information. Identify all individuals who visit your facility by scanning an ID and identifying the reason for their visit. vIDix INFO enables organizations to efficiently track visitors, print badges, and integrate with facility access control.



01 DEFINE

Tailor sign in screens with your company logo and additional graphics that show visitors a professional appearance while representing your company culture.

Process Flow Use our software to create the screen layout and order of the information to be captured in a site visit. Incorporate videos and questionnaires that are required before or upon exit of a visit.



Customize Data Collection Define what information to capture and how it will be done using a hardware or software solution. To ensure data accuracy, create multiple choice fields for known data such as zip codes and City Names.

Pre-Registration Enable employees to pre-register visitors online and route those requests for approval and control over who is authorized to enter your facility.

Watch Lists Create Internal Watch Lists to email a host when a visitor arrives or when action needs to be taken for security purposes such as a former employee.

02 CAPTURE

Use accessory products to populate information during the sign in and out process. This ensures accuracy and helps visitors get to their appointment on time.



Sign In and Out Using Tablet

Use a tablet as a kiosk or electronic sign in device for users to enter visitor information you want to capture in their visit. Each tablet can be setup to display different sign in screens for different businesses in one building or for different locations in a facility.

Capture Visitor Information Create a personalized visitor badge by capturing visitor information including photos, biometrics, signatures and fingerprints. Information gathered may be stored in a secure database.

Scan Credentials Make signing in and out as simple as scanning a driver's license, business card, passport and bar code. Credential information is automatically populated to the appropriate fields in the visitor database with no added interaction from the user.

Sign Electronic Documents Require visitors to electronically sign fully customized documents including non-disclosure, confidentiality, proprietary information, SOX, and, HIPPA agreements.

Visitor Photos Obtain a visitor photo during the visitor management process for added security and accountability. The photo can then be used on a badge and stored as part of the visitor record.



03 ANALYZE

Track visitor activity for security and reporting purposes. See live visitor status as people sign in and out of the building.

Review Visitor Information Gather and review contact information for follow up or marketing purposes. Incorporate a quick survey on sign out to promote good customer service and process improvement strategies.

Self-expiring Badges & Cards Design and issue professional visitor ID cards, badges or passes using the integrated badge designer. Pre-designed templates are included to make it easier to issue temporary or physically self-expiring badges.



Confidence in Your Solution



EDUCATION

Have full control over physical access to your school to protect the safety of your students and staff.



MULTI-TENANT BUILDING

Provide different sign in and sign out screens for each company within a centralized location, providing company personalization.



MANUFACTURING

Display multi-media upon sign in to ensure visitors follow all safety procedures.



CONFERENCES

Use our advanced Pre-Registration to gather the necessary attendee information before your event starts. Attendees can check in on the day of the conference and print identification badge.



BUSINESS

Receive alerts when your visitor arrives on site. Your visitor will see custom message containing detailed instructions.



Corporate Headquarters

Ban-Koe Companies
9100 W. Bloomington Fwy
Minneapolis, MN 55431
Tel: 952.888.6688
Tol: 800.969.9633
Fax: 952.888.3344
E: sales@bankoe.com

