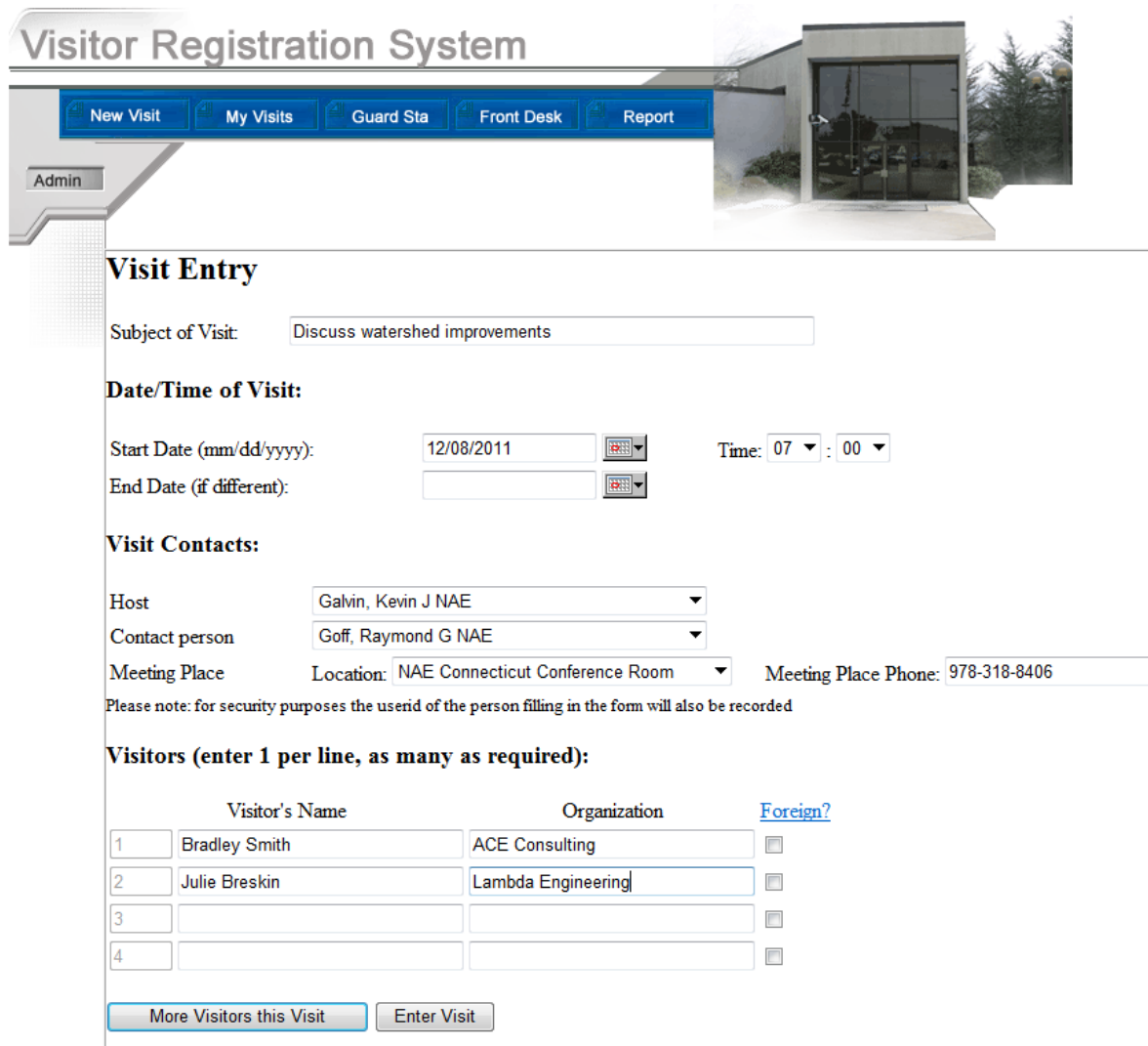


Product Overview

The Visitor Management Application is a web based system that allows employees to schedule visitors to the Corps and makes it simple for security personnel to check them in and out without being distracted by the need to generate badges and other activities that compromise security.

Benefits

This system was developed for the US Army Corps of Engineers, New England District (NAE). Prior to its implementation, NAE used emails to let the guards at the front desk entrance know about expected visitors. It handles long term as well as one day visits and the special security requirements of foreign visitors.



The screenshot shows the 'Visitor Registration System' web application. At the top, there is a navigation bar with buttons for 'New Visit', 'My Visits', 'Guard Sta', 'Front Desk', and 'Report'. Below this is an 'Admin' button. The main content area is titled 'Visit Entry' and contains the following fields:

- Subject of Visit:** A text input field containing 'Discuss watershed improvements'.
- Date/Time of Visit:**
 - Start Date (mm/dd/yyyy):** A date picker set to '12/08/2011'.
 - Time:** A time picker set to '07 : 00'.
 - End Date (if different):** An empty date picker.
- Visit Contacts:**
 - Host:** A dropdown menu with 'Galvin, Kevin J NAE' selected.
 - Contact person:** A dropdown menu with 'Goff, Raymond G NAE' selected.
 - Meeting Place:** A dropdown menu with 'Location: NAE Connecticut Conference Room' selected.
 - Meeting Place Phone:** A text input field containing '978-318-8406'.
- Please note:** for security purposes the userid of the person filling in the form will also be recorded
- Visitors (enter 1 per line, as many as required):**

	Visitor's Name	Organization	Foreign?
1	Bradley Smith	ACE Consulting	<input type="checkbox"/>
2	Julie Breskin	Lambda Engineering	<input type="checkbox"/>
3			<input type="checkbox"/>
4			<input type="checkbox"/>
- Buttons:** 'More Visitors this Visit' and 'Enter Visit'.

Visitor Check In/Out

Guards can check visitors in and out with a single click. This allows them to keep their eyes on visitors, where they belong. For a while a mandated badge system was required and the Visitor Management Application was still used to enter visits, but the guard had to take pictures and generated badges. Experienced guards recognized that this was preventing them from monitoring larger groups of visitors. The badge system was retired and the Visitor Management Application was used instead for all phases of visitor tracking.

In addition to the front desk, the application can accommodate other guard stations, for example a guard booth at the entrance to a parking lot, with multi-stage check in.

Visitor Registration System

Admin | [New Visit](#) | [My Visits](#) | [Guard Sta](#) | [Front Desk](#) | [Report](#)

Front Desk Visitor Checkin/Checkout

Scheduled Visitors Today: Wednesday, November 30, 2011

Time	Visitor Name/Company	Contact/Phone	Check-In Time
14:30	Lucy Bing / Lockheed	Frenkel, Richard Contractor / 781-844-3838	<input type="button" value="Now"/> OR: HH:MM <input type="text"/>
14:30	Mike Randle / ERDA	Frenkel, Richard Contractor / 781-844-3838	<input type="button" value="Now"/> OR: HH:MM <input type="text"/>

Long Term Visitors

Dates	Visitor Name/Company	Contact/Phone	Check-In Time
2/24/2010 - 2/24/2024	Thomas Waddington / Substructure Inc.	Johnston, Stephen A / x527	<input type="button" value="Now"/> OR: HH:MM 16:14
1/6/2011 - 12/30/2011	Judy Lawrence / Wife	Lawrence, Mark E / x463	<input type="button" value="Now"/> OR: HH:MM 11:06
7/29/2011 - 5/25/2012	Tiffany Meoli /	Foran, Christy / x267	<input type="button" value="Now"/> OR: HH:MM <input type="text"/>

Note: entering a check-in or check-out time will autosubmit the form and refresh it.

Visitor Registration System

[New Visit](#)
[My Visits](#)
[Guard Sta](#)
[Front Desk](#)
[Report](#)

Admin



My Visits

Date/Time	End Date	Subject	Location	Delete
11/30/2011 14:30		Demo ETA	Theater Room	<input type="checkbox"/>
12/8/2011 07:00		Discuss watershed improvements	NAE Connecticut Conference Room	<input type="checkbox"/>

To edit a visit, click the link. To delete a visit, check the "delete" box.
To see past visits, use the "Report" button on the navigation bar.

Visitor Registration System

[New Visit](#)
[My Visits](#)
[Guard Sta](#)
[Front Desk](#)
[Report](#)

Admin

Front Desk Visitor Checkin/Checkout



Visitor Report

Start Date:
 End Date:

Host: (ALL available for Guard House, Front Desk, and Admin use only)

Date/Time	End Date	Visitor	Host	Front Desk	
				In	Out
12/2/2011 2:00 PM		CMDR Jason Smith	Keegan, Michael F NAE 978-318-8087		
12/2/2011 2:00 PM		LCMDR Scott White	Keegan, Michael F NAE 978-318-8087		
12/2/2011 2:00 PM		Mark Cutter	Keegan, Michael F NAE 978-318-8087		
12/2/2011 2:00 PM		Dan Casaletto	Keegan, Michael F NAE 978-318-8087		
12/2/2011 2:00 PM		Rob Nies	Keegan, Michael F NAE 978-318-8087		
12/1/2011 10:00 AM		Gene Brickman	Kennelly, John R NAE 978-318-8505		
12/2/2011 11:30 AM		John Duschang	Hubbard, William A NAE 978-318-8552		
12/2/2011 11:30 AM		Thomas Young	Hubbard, William A NAE 978-318-8552		
12/2/2011 11:30 AM		Joe Puzio	Hubbard, William A NAE 978-318-8552		
12/2/2011 11:30 AM		Lee Walker	Hubbard, William A NAE 978-318-8552		
11/30/2011 9:30 AM		Chris Crandell	Wojtas, Marie A NAE 978-318-8788	09:45	09:45
12/2/2011 2:00 PM		Olivia Deterling	Scabia, Christopher J NAE 978-318-8628		
12/2/2011 1:00 PM		Drew Vagnini	Scabia, Christopher J NAE 978-318-8628		
12/2/2011 2:00 PM	12/2/2011	Rob Nies	McCusker, Robert NAE 978-318-8145		
12/2/2011 2:00 PM	12/2/2011	Jack Deora	McCusker, Robert NAE 978-318-8145		

Features

Visit entry features include

- Uses network authentication (no separate log in)
- Schedule visit with multiple visitors
- Allows employees to set up meetings for others (records audit info)
- Pre-populated list of venues with contact info for the venue (hosts office and ad hoc entry also supported)
- Ability to schedule multi-day visits
- Special instructions and work flows for foreign visitors
- Report and cancel visits or change visitor list for a visit

Guard features include

- Screen shows today's expected visitors in time order, including long term
- Single click check in allows rapid check in of visitor
- Allows for various protocols regarding badges or other security measures
- Single click check out
- Checked out visitors removed from screen (with option to show)
- Report past or future visits for any time period
- Supports multiple guard stations

More Information and Contact

Ceonex has been working with the Corps for 9 years and has produced a number of Corps Apps™, including the Vehicle Reservation System, Enterprise Time and Attendance System, Visitor Management Application for managing outside visitors to Corps facilities, and the Service Request System which manages help desk type requests. See <http://ceonex.com/government/> for more information.

We are under the ACE-IT umbrella. Ceonex has been given a 97% rating by our clients in an Open Ratings survey.

For any Corps related products or services, contact Richard Frenkel, Rich@ceonex.com, 781-844-3838