




mVMS

Simplified

Visitors Log Keys




Visitors Log




-  First Time Visitor
-  Return Visitor
-  Visitor Signed In

-  Visitor Signed Out
-  Visitor Missed Sign Out
-  Missed Sign Out Completed

Visitor Transactions Keys

Visitor: Person Name

-  First Time Visitor Signed In ; Visitor Created
-  Return Visitor Signed In ; Visitor Updated
-  Sign In Recorded

-  Visitor Signed Out
-  Visitor Missed Sign Out
-  Missed Sign Out Completed

Visitors Log screen and Visitor Transactions screen after visitor successfully Signed In.

First Time Visitor

Visitors Log

Sign In Status	Visit Status
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**First Time Visitor Signed in;
Create Visitor;
Sign In recorded**

Visitor Transactions

U.S. Citizen:

Return Visitor

Visitors Log

Sign In Status	Visit Status
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**Return Visitor Signed in;
Update Visitor;
Sign In recorded**

Visitor Transactions

U.S. Citizen:

Visitors Log screen and Visitor Transactions screen after visitor successfully Signed Out on the same date they signed in.

First Time Visitor

Visitors Log

Sign In Status	Visit Status
	

Visitor Transactions


U.S. Citizen:








Return Visitor

Visitors Log

Sign In Status	Visit Status
	

Visitor Transactions


U.S. Citizen:








The next day or any day thereafter, any visit that has Time Out="" will get Visit Status="Missed Sign Out"

Visitors Log

Sign In Status	Visit Status
	

Visitor Transactions



U.S. Citizen:









Visitors Log

Sign In Status	Visit Status
	

Visitor Transactions



U.S. Citizen:









When a Return Visitor has Visit Status=“Missed Sign Out” and they click the “Sign In” button on the Welcome screen, the Visitor will have to Sign Out of the prior visit. Visit Status=“Completed Missed Sign Out”

When a visitor with Visit Status=“Missed Sign Out” has not returned at an agreed upon time limit, an Admin will have to complete the missed sign out.

