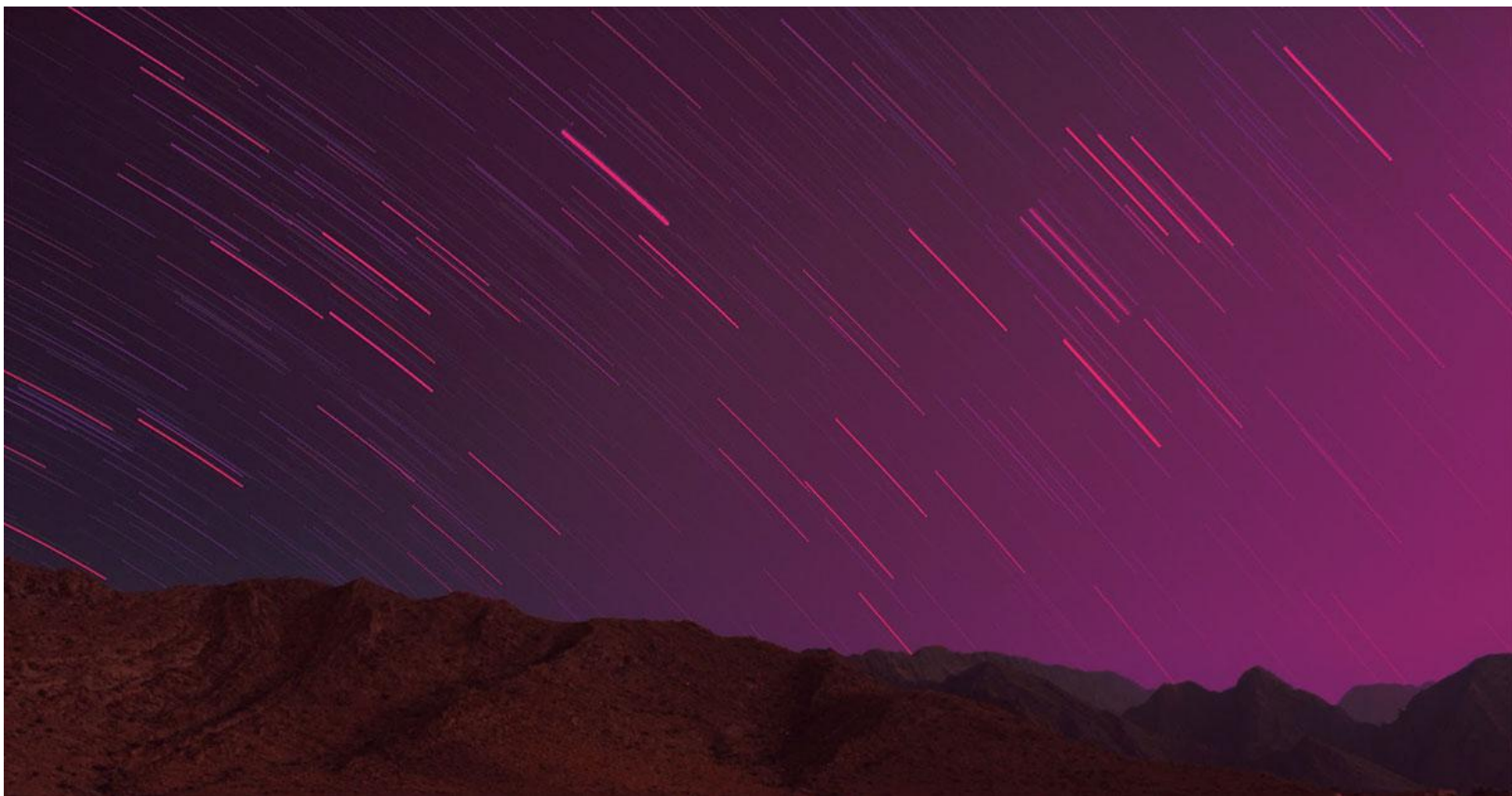




Visitor Management System

User Manual





User guide


- - - -


New Users

1. Click on “SignUp” button on the home page of the application





 Email

 Password

Login

Don't have an account? [SignUp](#)

- 2. You will be directed to Registration page where you need to enter your details like name, email, password, etc.
 3. Fill in the total days of your visit and stay and upload your photo.
 4. Click on “SignUp” button as shown below.
-



First Name

Second Name


Email


Password


Confirm Password


5. Now you are on the user dashboard.


6. Click on “register visit” button to issue a pass for your visit.








 Name


 Contact Information


 Email


 Aadhaar

 ID

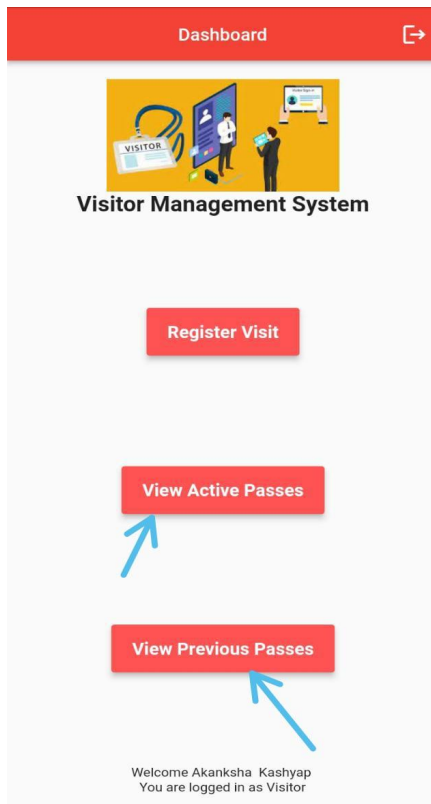
 Host Name

 Host Email Address

 Venue Name

 Enter number of days

7. Wait for your host to authenticate you as a visitor.





8. After the host has verified, you will be able to see your entry pass by clicking on the “view active passes” button on the app dashboard.
9. If you wish to see all your passes be it active ones or be it the expired ones, then click on “view previous passes” button

Registered Users

1. Login on the app with your registered email and password.
-



 Email

 Password

Login

Don't have an account? [SignUp](#)

2. Directed to user dashboard.
3. All the other points are same as written in the above section.

Host

1. Hosts will be receiving an email regarding the visit of a visitor, it is up to them whether they want to verify a visitor's pass or not.
 2. In order to verify your visitor's pass click on the link provided in the email.
-

Akanksha wants to visit you at IIITA External Inbox x



vms.sfte@yandex.com

to me ▾

```
<html><body><div style="width:99%">
  <h1 style="color:cyan;font-weight:bold;text-align:center">Visitor Management System</h1>
  <p>Akanksha wants to visit you in IIITA campus. To verify their visitor pass click the link below:- </p>
  <p> <a href="https://vms-iiita.herokuapp.com/verify/?token=1540Bko0N0UN3nckr4mC">Verify!</a> </p>
  <p> You can also copy and paste this in browser:- https://vms-iiita.herokuapp.com/verify/?token=1540Bko0N0UN3nckr4mC</p>
</div></body></html>
```

- - - -