

Handover-Takeover (HOTO) Document

Project Name: VISITAR

Client Name: Nick P

Date: 18/03/2025

Prepared By: Dip T

1. Project Overview

This project involves the development and deployment of a **Visitor Management System** with role-based access for **Super Admin, Entity Admin, and Receptionists**. The system allows for **visitor check-in/check-out, host management, receptionist management, and site management** while ensuring secure authentication and role-based permissions.

2. Scope of Work

Visitor Management

- Visitor check-in/check-out process with validation
- Capture visitor details, including name, email, phone, and purpose of visit
- Photo capture and badge generation & printing via Brother QL-820NWB Professional Label Printer

Admin & Receptionist Dashboard

- View and manage visitor check-ins and check-outs
- Search and filter visitor records
- Manage receptionist and host details

Host & Entity Management

- Add, edit, and delete host details
- Assign hosts to entities
- Site and entity management functionality

Settings & Customization

- Profile management for all user roles
- Password change and security settings
- Badge template customization
- Default language and content management

3. System Architecture

- **Front-end mobile** : Kotlin 1.9.0
- **Back-end** : Laravel 10.0 (PHP 8.1)
- **Admin/Entity Portal** : Laravel 10.0 (with blade)
- **Database** : MySQL 8.3.0
- **Editor** : VS Code & Android Studio
- **Printer** : Brother QL-820NWB Professional Label Printer ([Printer Details](#))

4. Access Credentials & Setup Details

Not received from the client yet.

5. Codebase Information

- **Frontend Code** : Will share along with delivery of Fiverr order
- **Frontend string files** : [Frontend Strings](#)
- **Brother Printer SDK** : [Brother Printer SDK](#)
- **Backend Code** : Will share along with delivery of Fiverr order
- **Backend string files** : [Backend Strings](#)
- **API Collection & DB** : [API Collection](#) & [Database](#)
- **Test Documents** :

- [Super Admin](#)
- [Entity Portal](#)
- [Android App](#)
- [Visitar App - Test Cases.xlsx](#) (From Nick)
- Concerning the notes on badge printing settings, we've optimized the settings in the code and included comments to ensure that any new developer working on this code will understand them clearly.

6. Deployment & Hosting Details

- **Hosting Provider:** Not received from the client yet.
- **Server Details:** Not received from the client yet.
- **SMTP Details:** Not received from the client yet.

7. User & Admin Links

- **Android Build (v1.7):** [VISITAR v1.7](#)
- **Admin/Entity Portal (v1.4):** [Portal URL](#)
 - **Admin email:** admin@gmail.com
 - **Password:** 123456

8. Sign-Off & Approval

Client Representative: Nick P

Date: _____

Project Representative: Dip T

Date: 19/03/2025