Problem statement

The **“VISITORS LOG”**, when we run an organization (college), then we have to keep several security as well as other factors in mind to safeguard the working and the safety of the employees and students. Gate pass systems have always been the best safety features that have been used to track visitors who come to visit a facility. This lets you to keep a track on all the individuals who have entered, met whom and when exited the premises and you can fetch all the details according to the date and time.

Our gate pass management software solution is integrated with web based enterprise application for management entry and exit of people in the college premises. It covers online appointment management and approval, gate pass printing and issue, entry and exit transaction. This software will have records of all the people who visited the college along with that to whom they want to visit and at what time they are leaving.

The **“VISITORS LOG”** would play following key roles:-

* **Admin-** The admin will create data of various departmentsof the college**,** and the respective teachers of each department. Records of the management and TPO cell of the college. Admin create the user id and password.
* **Pass Management-** This will keep the track of the entry time and exit time of each and every visitor.
* **History Management-** History management will keep the records of every visitor, like to whom he or she visited, at what time, for what purpose, at what time he or she left the premises since the time this software was implemented. We can also keep the track when this person had visited the college last time and for what purpose.
* **Alert Management-** Alert management will alert the respective employee that someone has come to visit them. This management will also update that the visitor had left
* **Pass Creation-** This will create the pass for the visitor by recording his or her data and by giving printed slip from the printer and giving it to the person who they want to meet.
* **Reporting-** This part will keep the report for each day visitors ,weekly visitors and department wise visitors.

The benefits of **“VISITORS LOG”** are:-

1. **Accurate**

The visitors log system is very accurate as compared to the manual form of entering the details of each person who is taking an entry in the organization. The Visitor Log Management, a visitor is issued an electronic pass at the gate after getting all the details and [contact](http://www.newtonindia.com/contact-us/) information of the person visiting the faculty. The pass is then used by the person to take an entry and all the information is uploaded on the server.

1. **Reporting**

When the information is stored at the system, we have an option to gain the access of all of it, just with login by entering user name and password. This allows us the ability to search, sort, analyze, and retrieve visitor data for any given time frame. We also have an option to generate the reports on all the visitors and can even have the information in the mail format. All the information that is stored is very useful at the time of investigations or to audit billings of vendors and contractors.

1. **Speed**

We don’t have to wait for hours before the information is handed and all we have to do is to click and get all the info that we need. The beauty of the [Visitor log Management system](http://www.newtonindia.com/visitor-management-system-benefits-and-merits/) is all the necessary information is there when and where we need it.

1. **Pre-registration**

If we know about someone who is going to visit the faculty at particular time of the day, then we can make a pre registration of the visitor and can add all the related information. // This speeds up the sign-in process when the visitor actually arrives.

1. **Adding Up A Photograph**

The system also allows you to add up the picture of the person who has visited the premises. The picture can be added to the badge that has been issued and can be stored into the system as well. E-Gatepass Visitor Management system also allows you to compare the pictures at the time of security breaches.//

1. **Returning Visitor Recognition**

If the visitor has already visited the premises, then we can have the details of the person the moment we are going to enter the same name. This allows us to use the information already stored and this saves a lot of time and effort.

7. **Security**

If any mishap occurs or we can say any unpredictable thing takes place due to any particular visitor or group of visitors then we will be having a complete set of information regarding that visitor.