



Optimised  
Visitor Management



Visitor Welcome



Contractor  
Management



Employee  
Management



Fire Register  
and Evacuation

# Optimised Visitor Management

Protect the people and places that power your organisation

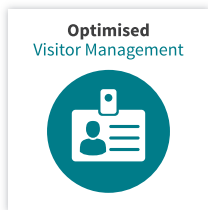
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Be Original.

# Create a great impression.

Today's visitors want a hassle-free, easy, and efficient sign-in and reception experience.



Our Optimised Visitor Management (OVM) kiosk is designed to protect the people and places that power your organisation. It uses perceptive software and intuitive touchscreen technology to provide a quick and easy way for your employees and

visitors to sign themselves in and out of sites or building zones - they simply tap the screen to enter their details.

## Everything you need

Ideal for visitor, employee, and contractor registration, the main 15" kiosk is smart, secure, and easy-to-use, so you can free up the time of front of house staff, and make a great first impression.

To speed up visitor sign-in, OVM can automatically send emails to pre-register, along with contact details of their host and related local information. Once registered, sign-in is fast - visitors can sign themselves in quickly by scanning the QR code they receive in their welcome email at the kiosk with their smartphone. Similarly, for returning visitors, the sign-in process is even quicker, OVM remembers their name, and who they visited last time, so sign-in is hassle free.

Unregistered visitors can sign in touch-free by scanning the QR code displayed on the kiosk screen with their mobile phone, this will open a version on the kiosk on their own device to complete the sign in process.

There's also no need to locate who the visitor is coming to meet. The system will instantly notify them by email or text message once their visitor has arrived. And for added convenience, delivery companies or couriers can quickly drop off packages using the dedicated delivery button.

The kiosk is also able to print badges for visitors and contractors<sup>\*1</sup>. Badges can include details of the visitor, hosts, and a unique QR code, which the visitor can scan to sign-out. Wi-Fi settings, health and safety instructions, and any other relevant information can be included too, and with the photo capture feature provided via the built-in camera the visitor can add a picture to their badge.

## Contactless and touchless

For even greater employee sign-in speed and safety, the OVM mobile app allows auto sign in/out with geofence technology around each of your locations, whilst a FastScan reader can be used for organisations that issue employee RFID ID cards or fobs, and can be mounted inside entrance areas. Both OVM's FastScan card reader and geofence capabilities prioritise safety by letting your people sign in and out completely contact and touch-free.

## Customisation and personalisation

Providing extra flexibility, OVM let's you add branding to the homescreen, which can be customised further with images, registration questions, and welcome messages. So you can rest assured in the knowledge that, with OVM you will always make a great impression of your organisation.

<sup>\*1</sup> Badge printer is optional



# Putting people safety first.

Safety and compliance should be a priority for every organisation.

## Accurate movement tracking

Welcoming visitors to your organisation isn't just about making a good impression – it's important to monitor their arrival and departure for security, compliance and health & safety reasons. With a manual visitor registration process, it can be easy to lose track of who is in the building or on site at any given time.

Sharp's Optimised Visitor Management system creates a safer workplace because visitor and contractor movements are accurately recorded. This lets you track the flow of people on and off site, or generate real-time reports to identify exactly who is in the building, or review all visitor activity at the end of the day.

And it's not just for visitor or contractor management. OVM gives you a central database of up-to-date employee contact details and accurate data on their whereabouts, making it ideal for contact tracing. Having access to these insights means you can quickly notify everyone in the event of an emergency, and better-manage evacuations by providing instruction on what to do, helping you keep your people safe.

Furthermore, with today's agile workforce, remote or lone workers are commonplace, and it's important they don't get

forgotten. Working seamlessly with mobile apps, OVM has you covered by letting remote workers sign into an office, or even clock-in at home.

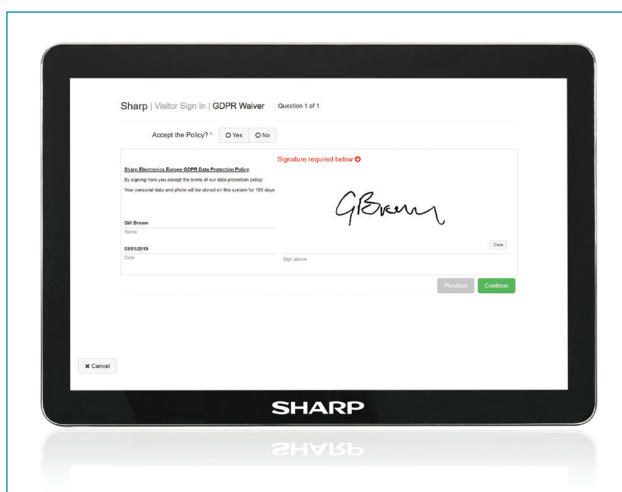
## Making compliance easy

Ensuring compliance with relevant data protection regulations, such as General Data Protection Regulation (GDPR), and health & safety laws should be a priority for every organisation. It's also important to consider your duty of care, and ensuring people are safe and protected whilst in your buildings or on site.

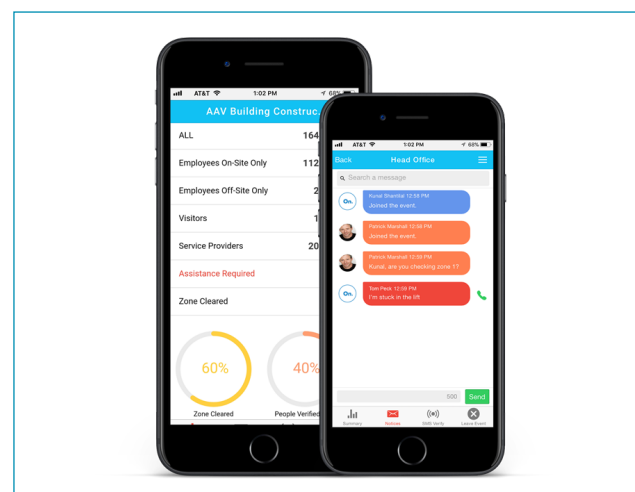
The Optimised Visitor Management sign-in process is a great opportunity to capture important information and vital consent. It lets you make visitors, contractors, and both existing and new employees aware and confirm their understanding of health & safety procedures and confidentiality rules.

Whatsmore, rules can be set to ensure visitor information is securely removed from the system periodically, so you have a clear record and evidence that you have complied with any relevant legal or regulatory requirements.

\*1 Some mobile apps will incur additional fees



Option to request visitor signature to confirm acceptance.



Mobile apps for emergency and evacuation management.\*1



# A solution for any environment.

With several options to choose from, there's a solution for everyone's needs and any environment.

## Optimised Visitor Management - Kiosk

This main kiosk offers a 15" touchscreen display and sits comfortably on a reception desk. The addition of the compact dedicated printer makes it easy for visitors to print their own ID badges. If a badge printer isn't required, a blanking plate neatly covers the printer cavity.

- 15" PCAP LCD touchscreen display
- Webcam as standard for capturing visitor photo
- Optional badge printer/blanking plate
- Optional QR/bar code scanner
- Optional card and fob reader



## Floor Stand or Wall Bracket

With either the Floor Stand or Wall Bracket, you can choose an option that best suites your needs.

- Wall mounted bracket to securely fix OVM kiosk to a wall
- Floor Stand can be safely secured to a wall or to the floor
- Kiosk must be purchased separately



## FastScan

The small wall-mounted FastScan card reader and display provide quick and easy sign in and out for staff, making it perfect for a second, side, or warehouse entrance.

- 2.8" display
- Power over Ethernet (PoE)
- RF IDEas WAVEVID Smart Card Reader
- Works in conjunction with the 15" kiosk (sold separately)



# Key Features



## Visitor Welcome

- Personalise the welcome screen
- Visitor pre-registration with QR code for extra touchless speed
- Auto-remember returning visitors



## Visitor Management

- Touch or contactless sign-in/out
- Display health and safety notices
- Obtain signatures for data retention policy and legal (GDPR) compliance



## System Integrations

- Integrates with Outlook meeting invitations to pre-register visitors
- Send visitors meeting details



## Photo Capture

- OVM takes a photo of the visitor for their ID badge pass
- Ensures security and safety of staff members and visitors



## Notifications

- Alerts, messages or email /SMS notifications for visitor arrival/security
- Watchlist can triggers alerts when certain people sign-in



## Deliveries

- Courier drop-off
- Notifications of delivery arrivals



## Badge Printing

- Visitors can print their own name badges upon sign-in
- Simple and efficient registration
- Photo ID for easy identification



## Fire Register and Evacuation

- Emergency register, notification & mustering
- Run post-evacuation reports to evaluate efficiency of evacuation



## Reporting and Dashboards

- Standard reports for visitor insight
- Easily capture visitor, employee and contractor data



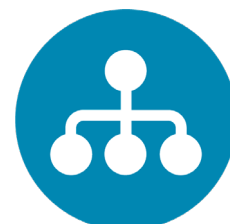
## Branding

- Add your logo to the homescreen and create a great first impression
- Cycle multiple rolling images



## Mobile Apps

- Set up zones with geo-fencing to automatically sign staff in and out
- Apps let you monitor who is on-site directly from your smartphone



## Asset Management

- Makes it easy for organisations to manage an inventory of assets
- Create groups, managers, and run reports on historical asset movement

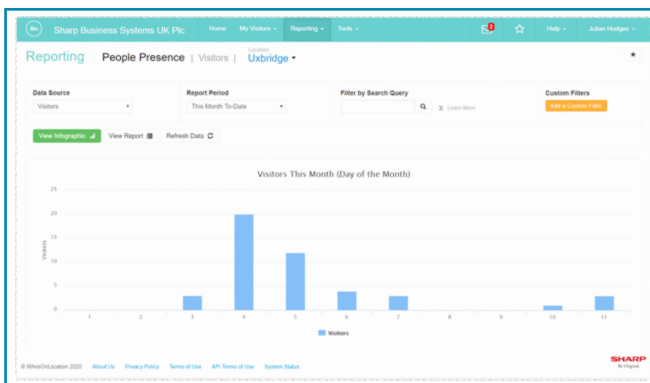
# Reporting & Dashboards.

Optimised Visitor Management provides you with powerful insights, letting you improve workplace safety and security.

## Generate reports and insights

The software that powers Optimised Visitor Management is smart and simple. Whether you're a health and safety professional, or want to implement better security practices, OVM can generate reports to provide you with valuable insights, giving you the tools to make data-driven decisions for your visitors, people, and business.

Reports can be created on custom questionnaires, acknowledgement notices, panic alarms and evacuations, notification summaries, deliveries, geolocation and people presence data, showing you trends and suggesting actions.

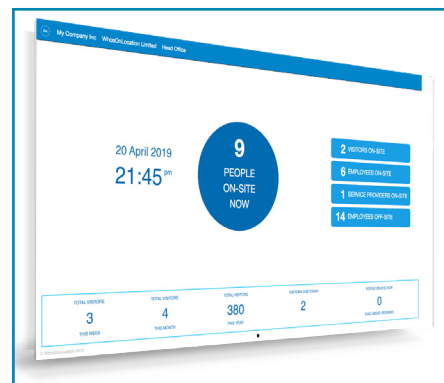


Example Report.

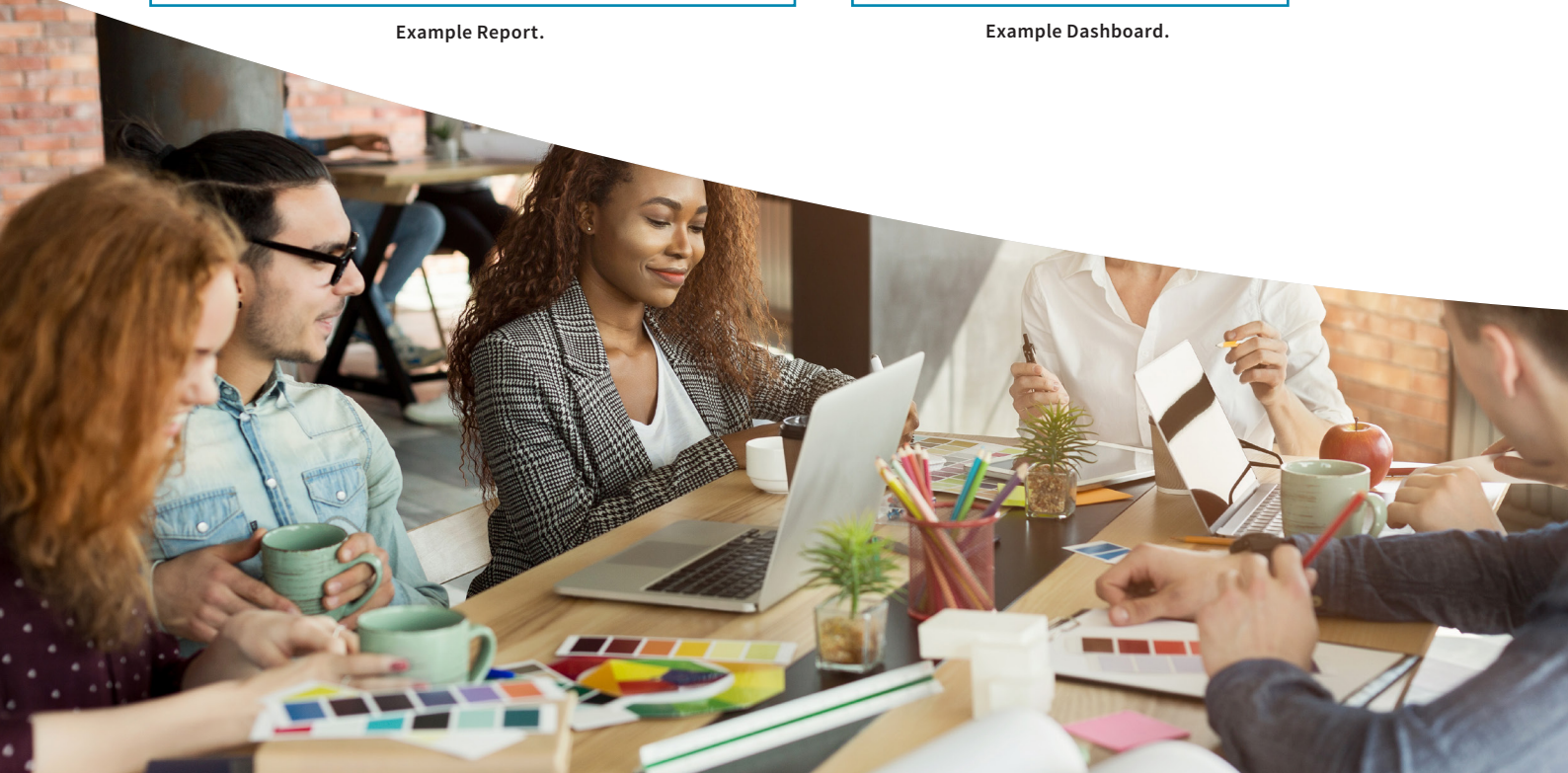
## Clearly presented

Report insights are useful, but even moreso when they're presented visually. A dashboard is an easy to read real-time summary of information on your desktop or Sharp Digital Signage Display that can present important people presence data at a given location.

So it doesn't matter whether you want to highlight important notices, visitors due on-site, display sign-in dates, times, or visitor, contractor or employee names, OVM improves facility safety and security by giving you greater visibility of who is on-site.



Example Dashboard.



# Mobile Apps

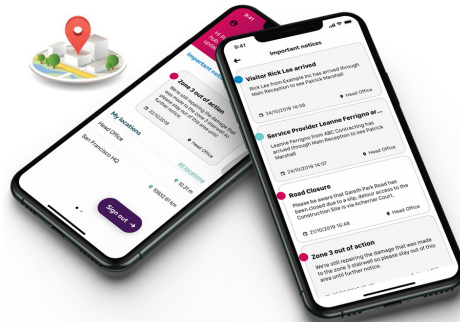
## WolMobile

By letting you communicate important notices to your entire workforce, check-in with those working remotely, and providing you with accurate people presence data, WolMobile is designed to make your workplace safer.

Suitable for use by employees and approved contractors, the WolMobile app works seamlessly with iOS and Android devices to let your people sign-in and out as they arrive for work, work remotely, and leave at the end of day. This helps you comply with your health and safety obligations by giving you situational awareness of who is on-site at any given time. You can also send hazard alerts, important messages and push notifications, letting you update your people on important issues in real-time. And read receipts and confirmation

requests can be set up to ensure your people have read and acknowledged notices too.

Lastly, by configuring 'geofences' or zones at each of your sites, Wolmobile can sign your people in and out automatically as they move on and off-site, or be prompted to do so as they cross a geofence.



## WolPass

Wolpass is designed to speed up and simplify the sign in process for your visitors with customised information about their visit.

What can you include?

- Visit date, time, and location
- Host details and site maps
- Arrival instructions
- Car parking tips
- Wi-Fi instructions
- Pre-registered visitor questions



## WolScan

WolScan adds a further layer of security to the way you greet, manage and maintain your on-site security.

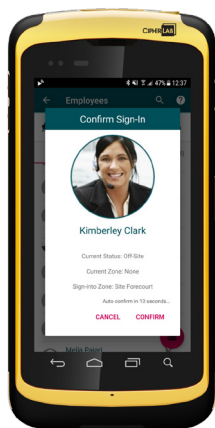
Using the app, you can automatically capture visitors' information by simply scanning their passport, driver's license or generic photo ID information at sign-in.



## WolGuard

Complete with built-in RFID, Barcode, and QR Code scanning technology, WolGuard runs on the CipherLab RS31 & RS50 series touch mobile computer.

Specifically designed for Security Guards controlling site access, users on patrol can check to see if someone is authorised to be on site.



## WolEvac

Designed for use by health & safety personnel, WolEvac is an emergency management tool that lets you quickly and easily account for everyone in the event of an emergency.

Send push notifications, perform roll calls, and mark zones as 'cleared' to verify the safety of visitors, contractors, and employees.



# Specifications

## OVM Kiosk

Sharp RZ3



Compact and slim size design  
True flat 15" LCD colour touch screen  
Windows 10 IoT operating system  
60GB Solid State Disk  
2 integrated speakers

## Additional Options

### Printer

Brother QL810W



USB and Wi-Fi connectivity with  
Black and white label print

### Camera

Logitech C920



Full HD 1080p video recording with  
Autofocus  
2 integrated microphones  
Plug and play USB connectivity

### Barcode Scanner

L80NLV3101



Barcode scanner for 15" screen  
Compact 2D high speed scan capabilities  
Single green light LED aim light  
Dual red LED scan lights

## Mounts

### Desktop mount



White desktop mount for 15" kiosk  
Cavity for badge printer or blanking plate

### Floor-standing mount



White floor-standing mount for 15" kiosk  
Can be safely secured to a wall or to  
the floor (bracket provided)  
Kiosk purchased separately

## Wall Bracket

### Kiosk wall mount



Wall mounted bracket for 15" kiosk  
Kiosk purchased separately

## FastScan

### Wall mounted card reader



Quick and easy sign in/out for staff  
Requires kiosk - purchased separately

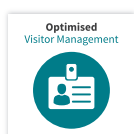
## WhosOnLocation Visitor Management Software

### Supported Operation Systems

Microsoft Windows 8 or later  
Mac OSX

### Supported Browsers

Microsoft Internet Explorer 10+  
Chrome  
Firefox ESR  
Safari\*2



**Whos On. Location**

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