TIMETEC VMS WORKFLOW SYSTEM DIAGRAM

METHOD 1

Walk-in
Visitors can visit the premise without prior registration or invitation.

METHOD 2

Pre-registration
Visitors can request visitation consent before arriving at the premise.

METHOD 3

Invitation
Hosts can send an invitation to the visitor prior to arrival via TimeTec VMS App or Web.

Kiosk (i-COMM or)
Self-registration on-premise available. The visitor will be able to fill out the required information and submit a registration photo without the presence of a receptionist.

Reception (i-ViziT or)
Companies with front desk services can equip with visitor management system to provide visitors a direct registration.

Walk-In Registration
Mobile QR code registration is available for walk-in visitors to make the registration process more efficient.

Get Approval
A notification of the visitation request will be sent to the host via TimeTec VMS app. The host will be able to manage and respond to the request speedily.

Invitation received
The link that directs visitors to the pre-registration page will automatically request the visitor to confirm information and submit a front-facing photo for verification purposes.

Get Approval via Intercom
The host will receive a video call request for visitation approval via TimeTec VMS app.

Visitation QR Code
Visitors will receive a system-generated QR code after successful pre-registration for a quicker check-in process.

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(i-COMM or i-ViziT or)

Check-In
All visitors are required to check-in before entering the premise. Visitors can choose to scan QR code or to scan faces at the scanner.

Blacklisting
Blacklisted visitors will be automatically denied to enter the premise.

Notification Alert
The host will receive notification on all updates in regard to the visitation status.

(or)

Access
Private-use only access doors can be authorized and be granted access to visitors with QR code or face scanning.

Facilities
The host will be able to authorize access to visitors for all pre-booked facilities.

Meeting up
Visitors will be able to enter the premise and meet the host.

(i-COMM or i-VIZIT or)

Check-Out
Visitors are required to check-out before leaving the premise.

Visitation Completed
The LPR system will detect visitors' car plate numbers for system records and for more pleasant visitation in the future.

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