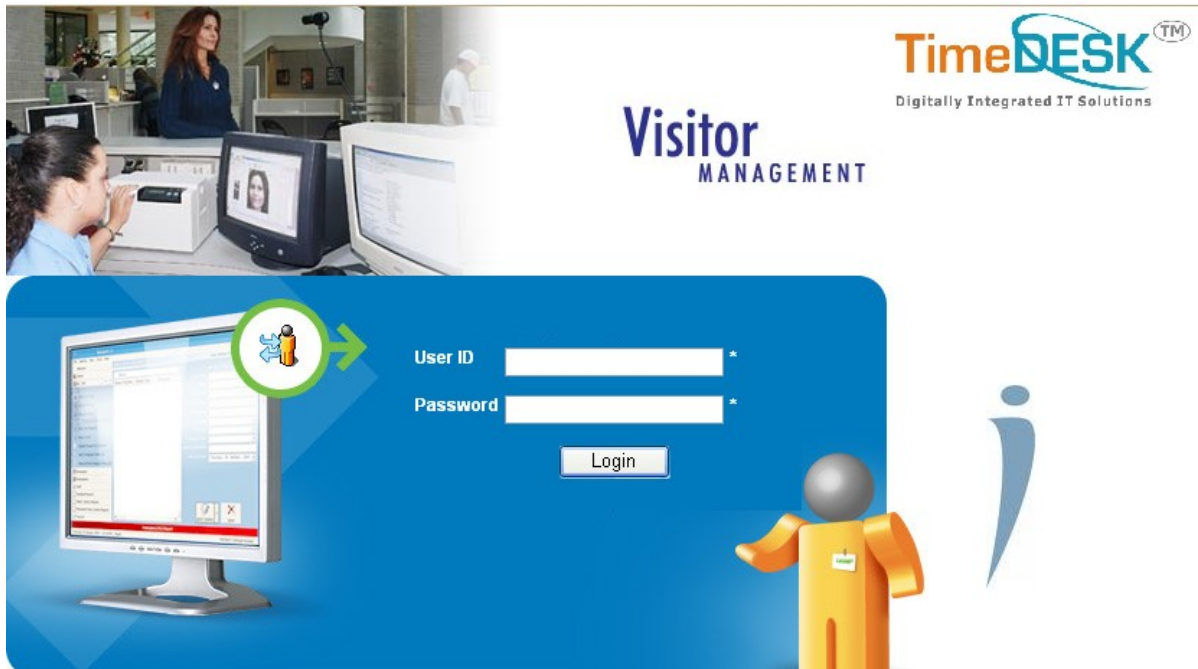


PART II – VISITOR MANAGEMENT SYSTEM (Web used) **KEY FEATURES & SCREEN VIEWS OF THE SOFTWARE**

The screen will depend upon the user rights. Like if he is a simple user then he would get:

- Home
- Pre Appointment Booking
- Appointment Cancellation
- Password Change
- Reports
- Sign Out (To log out of the system)

The opening screen looks as below :



After login, the screen would look as given below.



- **Pre – Appointment** – To book the Appointment of the Visitor. The same has to be greater than the current system date and time
- **Cancellation** - To cancel the Appointment of the Visitor already pre booked. The same has can only be done if the to be greater than the current system date and time
- **Change Password** – To Change the Password
- **Reports** –The details of the visitor. For individual employee, the user can see the details of visitors who have come to meet him only. Admin can view the reports of all.
- **Logout-** To logout of the system

PRE APPOINTMENT SCREEN

Welcome : ANJAN KUMAR


Pre-Appointment

Cancellation

Change Password

Report

Logout

Company to be Visit	Kalkasoft Infotech Pvt. Ltd.
To Meet	ANJAN KUMAR
Department	ADMIN
Visitor Name	<input type="text"/>
Company Name	<input type="text"/>
Appointment Date	<input type="text"/> 
Appointment Time	<input type="text"/>
Address	<input type="text"/>
Purpose	<input checked="" type="radio"/> Official <input type="radio"/> Personal
Contact No.	<input type="text"/>
Vehicle No.	<input type="text"/>
Returnable Material	<input type="text"/>
Co-Visitor-1	<input type="text"/>
Co-Visitor-2	<input type="text"/>
Allow Other	<input type="text"/>
Confirmation Require	<input type="checkbox"/> Yes

APPOINTMENT CANCELLATION SCREEN

Welcome : ANJAN KUMAR

Pre-Appointment

Cancellation

Change Password

Report

Logout

Pre-Appointment Cancellation

APPOINTMENT LIST

Visiting DateTime	Visitor Name	To Meet	Visitor Company	Address	Co-Visitor1	Co-Visitor2	Cancel	Over
28/04/2009 12:30	AMIT JAIN	ANJAN KUMAR	NETCOM IMPO EXPO PVT. LTD.	OKHLA	AJIT	AJIT	Cancel	Meet Over

Home

PASSWORD CHANGE SCREEN

Welcome : ANJAN KUMAR

Pre-Appointment Cancellation **Change Password** Report Logout

Old Password

New Password

Confirm Password

REPORT VIEW SCREEN

Welcome : Admin

Pre-Appointment Cancellation Change Password **Report** Logout

[View Report](#)

From Date To Date Filter on

Report only Short on: < Name > | < Company > | < Date >

APPOINTMENT LIST

Visiting DateTime	Visitor Name	To Meet	Visitor Company	Address	Co-Visitor1	Co-Visitor2	Over
28/04/2009 12:30	AMIT JAIN	ANJAN KUMAR	NETCOM IMPO EXPO PVT. LTD.	OKHLA	AJIT	SUJIT	Appointed
28/04/2009 12:30	MANISH CHOUBEY	KAUSHIK ADHIKARI	RELIANCE INDUSTRIES	NEW DELHI	AMBRISH JAIN	NEETU KUMARI	Appointed