

# EasyLobby® eKiosk™

an HID Global business

## Visitor Self-Registration on an Apple iPad, Windows or Android Tablet Computer

The image shows a tablet displaying the EasyLobby eKiosk self-registration interface. The interface has a blue header with the 'eKiosk' logo and 'Ver 10.0' in the top right. Below the header, there are two columns of input fields. The left column contains 'First Name', 'Company', 'Reason' (a dropdown menu with '(Select One)' selected), and 'Category' (a dropdown menu with 'Visitor' selected). The right column contains 'Last Name', 'Title', 'Employee' (a dropdown menu with '(Select One)' selected), and 'Phone'. At the bottom of the form, there are two buttons: 'Submit' and 'Cancel'. A small asterisk and the text '\* Required Fields' are located at the bottom right of the form area.

### Uses and Benefits

- Makes it fast and easy for visitors to register themselves upon arrival at a facility
- Ideal for lobbies that do not have the space for a traditional free-standing kiosk
- Alleviates work load and demands placed on lobby attendants or security guards
- When used in combination with EasyLobby eAdvance™ web pre-registration for employees, the guest only needs to enter their name or registration number in EasyLobby eKiosk™ and their record will automatically appear on the screen
- Ability to screen visitors against a pre-registered visitor list and/or an internal watch list to keep unwanted or unauthorized people out

### Features

- Runs on Apple iPad, or any Android or Windows based tablet computer
- Self registration screen can be configured to include any fields, and fields can be set to be required
- Can display a PDF or HTML file for visitors to review and acknowledge or agree to
- Intuitive touch screen menu
- When a visitor completes the self registration and checks in using eKiosk, an email or SMS text is automatically sent to the employee being visited
- Visitor badge printed upon check in
- Visitor record stored in central database

EasyLobby, 35 Highland Circle, Needham, MA 02494 USA  
www.easylobby.com email: sales@easylobby.com