



Revolutionise your reception



EntrySign is trusted by...

countless companies, schools and other organisations...

LAKELAND



**South Yorkshire
FIRE & RESCUE**



worldwide!



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Sign-In & Out as easy as...

1

Select sign-in
or out

2

Fill in your
details

3

Take your
printed pass

Introduction to EntrySign



Visitor Management

Signing visitors, contractors, pupils/students and other personnel in and out has never been easier. Quick and easy sign-in/out with self-service touchscreens or contactless cards/fobs.



Safeguarding

Safeguard your organisation with the ability to display visitor policies, request specific data, ask custom questions, capture photographs and signatures and quickly look up accurate data in real-time or historically.



Evacuation Reports

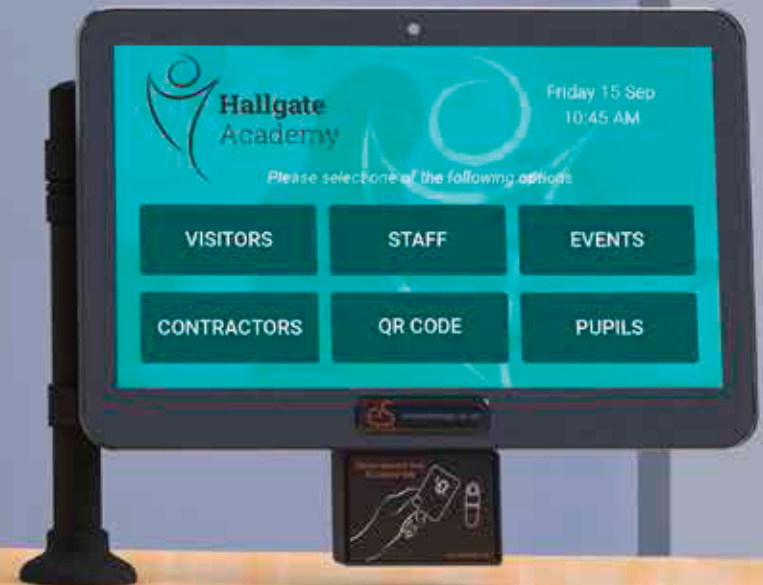
When an emergency situation occurs, such as an evacuation or lockdown, EntrySign ensures everyone can be accounted for. One-click reports can be relayed to multiple printers and/or email addresses, whilst providing a real-time, cloud-based roll call via the EntrySign Live web-app.



Data Compliance

EntrySign's data management features help your organisation comply with data protection legislation such as GDPR. EntrySign is configurable to accommodate data protection, retention policies and procedures. Fulfil subject access and erasure requests with ease.

Desk/Wall Mounted Solution



All-in-one Touchscreen

A compact, stylish 15.6" sign-in screen welcomes visitors and displays clear and simple sign-in instructions.

Built-In Camera

Captures photographs of visitors and also reads QR codes for quick visitor sign-in/out.

Mounting Solutions

A range of stylish desk and wall mounting options complement any reception area.

Badge Printer

Quickly produces clear and durable visitor badges. Thermal printing technology requires no ink to ensure low running costs.

RFID Reader

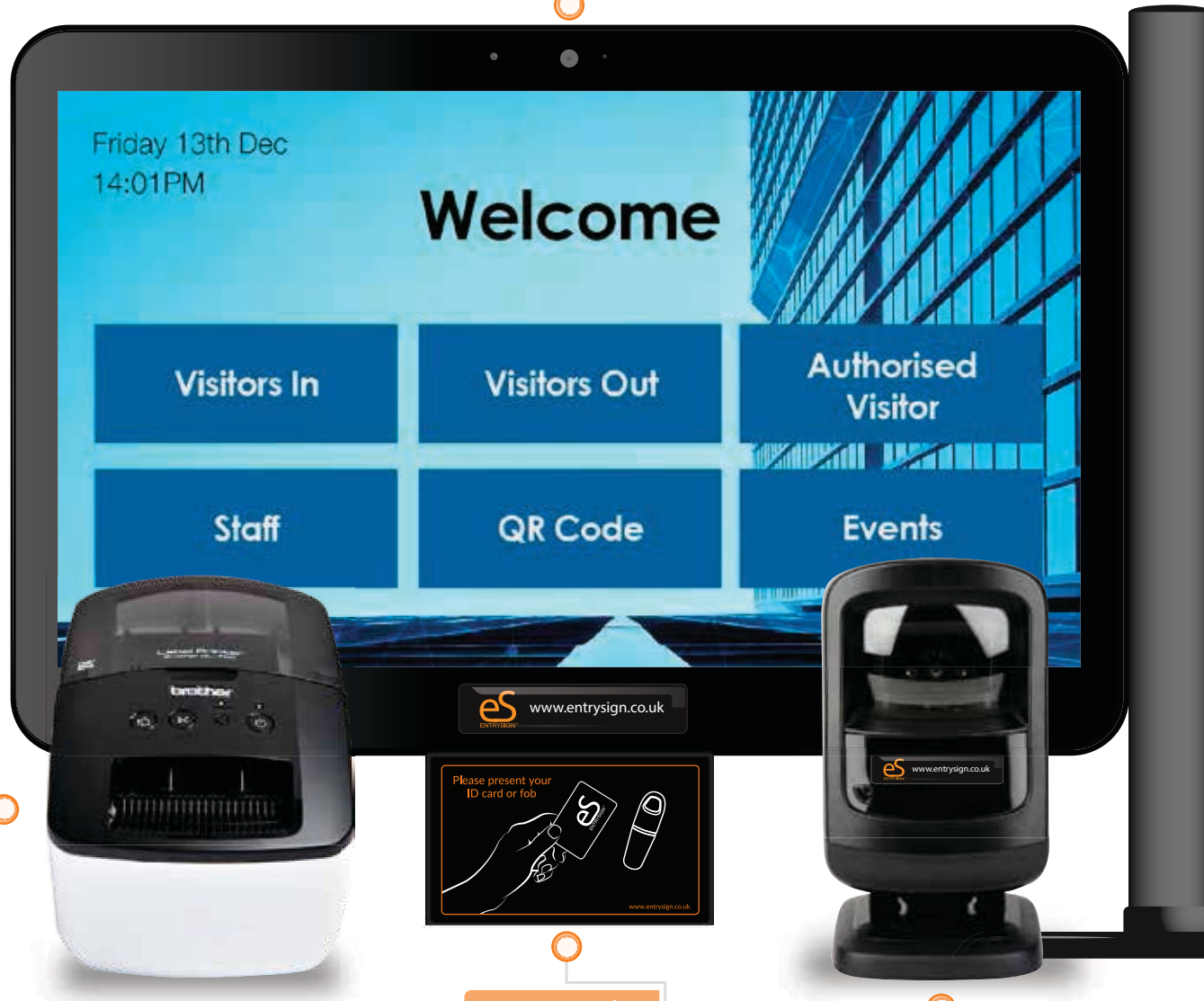
Universal, multi-format contactless card/fob reader offers simple and fast sign in/out. Compatible with most card/fob technologies.

Dedicated QR Code Reader (optional)

Offers rapid QR code acquisition, ideal for high traffic environments and event sign-in.

Biometrics (optional)

Offers quick and convenient sign in/out using fingers/thumbs.



Free Standing Kiosk Solution



Built-In Camera

Captures photographs of visitors and also reads QR codes for quick visitor sign-in/out.

Badge Printer

Quickly produces clear and durable visitor badges. Thermal printing technology requires no ink to ensure low running costs.

Simple Connectivity

Requires only 1 power socket and 1 data point for ease of installation.

Versatile Base

Can be secured to the floor or remain free-standing for portability.

Integrated Touchscreen

A stylish 15.6" sign-in screen welcomes visitors and displays clear and simple sign-in instructions.

RFID Reader

Universal, multi-format contactless card/fob reader offers simple and fast sign in/out. Compatible with most card/fob technologies.

Optional QR Code Reader

Offers rapid QR code acquisition, ideal for high traffic environments and event sign-in.

Add Your Branding *(optional)*

Customise your kiosk by displaying your name and logo on the front.

Custom colours available on request



Customised Screen Design



Giving your system
the personal touch



EntrySign's team of graphic designers will create a bespoke screen design to suit your organisation; featuring your logos, colour schemes, mottos, achievements and taglines.

If your organisation has strict brand guidelines then the EntrySign team will work within them, ensuring your system offers the perfect welcome for your visitors.

If you do not have an established style, the designers at EntrySign will create a theme based around your logo and colours. Alternatively, a member of the EntrySign team can apply one of their many pre-prepared templates.

Know Who's On Site

EntrySign allows you to quickly and easily see who is on site right now or at any moment in time. Search and filter by name, company, vehicle registration and more, to quickly identify visitors, contractors, staff, pupils/students and others.

Pre-Book Visitors

Pre-book expected visitors, contractors and event attendees to provide a quick and easy sign-in process on arrival. Pre-booked visitors can receive an automated email confirming their meeting or appointment, including a calendar attachment and secure QR code for easy sign-in. Any other relevant information, such as directions, car parking instructions, visitor policies, health and safety information etc. can also be attached.

Contractor Management

Manage contractors more effectively by pre-registering known and approved contractors and tracking important dates such as inductions and document expiration. Display policies, important health and safety notices, and request further information (if required). Report on working hours, allowing you to reconcile invoices from contractors or companies.



Human Resources

Make your signing in/out processes quick and easy for your staff. RFID readers allow staff to sign in/out using contactless RFID cards or fobs, by simply presenting them to the reader, whilst biometric and touchscreen options are also available. Important information such as health and safety inductions and DBS dates can be stored and expiry dates monitored. Quickly view and export timesheets for payroll or HR administration.

Integration

Designed to work effectively alongside new or current systems, EntrySign works with virtually all existing RFID technologies, integrates with Paxton Net2 door access control and seamlessly exchanges data with most school management information systems. Active Directory support provides easy integration with existing domains for reduced admin and single sign-on capability. A restful API allows integration with third-party applications and systems.

Improve Efficiency

Free up valuable time by reducing administration in your organisation. Self-service sign-in/out, with the ability to automatically display and collect relevant information, keeps your staff free to carry out their duties, whilst visitors and contractors sign-in.

EntrySign Live

All organisations have a responsibility to ensure the safety of their staff, visitors, pupils/students, contractors and any other personnel visiting, or working on their site. Having accurate information readily available on demand, helps to assure safety, especially in emergency situations, such as fire evacuations and security lockdowns.

EntrySign Live provides access to an electronic copy of your roll call in the cloud through mobile devices, such as tablets and smartphones with 3G/4G/5G connections. Complementing existing reporting methods, such as print-outs and email functions within EntrySign, EntrySign Live ensures you always have access to an up-to-date 'on-site' list, even in the event of your site losing power/data*. In education environments, EntrySign also records pupils/students who have left the school/campus or returned post-registration.

EntrySign Live's simple web-app is easy to use and can be accessed on virtually any device with an internet connection and web browser.



**EntrySign Live remains up to date with the last successful sync.*



DOOR ACCESS *Control*

Eliminate the need to carry multiple cards and fobs by using the same access control tokens across your door entry system and EntrySign.

EntrySign's universal, multi-format readers are compatible with virtually all RFID technologies (including Mifare, HID, Paxton, Stanley Pac and others), meaning existing cards and fobs can be utilised. EntrySign can also supply new cards and fobs through its consumables and printing service.

Self-enrolment features make it quick and easy to enrol existing tokens without the need to recall or re-issue cards and fobs.

EntrySign does not change any existing card or fob data, making it perfectly safe to use alongside other solutions.



EntrySign & Paxton Net2 offer a unique integrated solution.

Automated transfer of users between EntrySign & Net2 improves efficiency, reduces administration and depending on your configuration, removes the need to repeat enrolment. Customers with Active Directory domains can utilise EntrySign to bridge the gap between AD and Net2, creating and disabling Net2 users automatically. Education customers with compatible school management systems can utilise EntrySign to automate Net2 user creation from the MIS.

EntrySign can receive realtime clocking events from Paxton. This ensures staff and contractor timesheets, as well as evacuation reports are always up to date, with no need to scan or swipe on two different systems/readers.



HATFIELD
PARTNERSHIP

ARE HAPPY TO WELCOME

B. Tyler
SOLUTIONS

A PROFESSIONAL & PERSONALISED *Welcome*

EntrySign ensures your visitors will receive a warm, personalised and professional welcome from the moment they are pre-booked to arriving on site.

When pre-booking your visitors or event attendees they will receive a personalised email confirming the details of their visit.

Upon arrival, they can be presented with a warm welcome and customised greeting via a large format welcome screen in your reception/entrance area, which automatically displays their company logo (if required).

The EntrySign screen or kiosk presents a professional front-of-house image, whilst providing a quick and efficient sign-in process.

EDUCATION

Safeguarding SCHOOLS THROUGHOUT THE WORLD

Supported MIS Systems



+ more



Education

EntrySign has been chosen by thousands of education establishments throughout the world as their preferred signing in system to safeguard their students, staff and visitors.

Signing in/out is made quick and easy using one or more digital touchscreens, kiosks or terminals, which can be located wherever you need them around the school, college, or university campus.

Staff, pupils/students, authorised visitors (such as school governors, supply teachers or peripatetic teachers) and contractors can all sign in and out using dedicated options on the touch screen, contactless ID cards or biometrics. The EntrySign Back Office Suite can also track DBS dates and other essential information.

MIS Integration

EntrySign integrates with most school MIS systems, automating the import of staff and students on-roll. Where supported by the MIS, EntrySign can also write back attendance and late marks including calculating the minutes late.

Where pupils/students arrive late or leave the school premises after registration, EntrySign will record these movements. This ensures that your register continues to meet the legal DfES attendance guidelines (i.e. present at registration), whilst any post-registration movements are accurately reflected in your evacuation roll call.



A woman with dark, curly hair and a warm smile is the central focus, wearing a vibrant orange V-neck top. She stands in a professional setting, likely a meeting or collaborative workspace. In the blurred background, other individuals are visible, including a woman in a blue top who appears to be gesturing during a discussion. The overall atmosphere is one of professional engagement and teamwork.

BUSINESS &
CORPORATE

ADDING THE
Professional
TOUCH

Business

First impressions count, and with EntrySign your visitors will receive a warm, personalised welcome from the moment they are pre-booked to arriving on site.

Your sign-in process is often the first point of engagement with visitors and EntrySign promotes a professional corporate identity from the beginning.

Ensure your visitors are notified of any important information, such as health and safety policies, privacy notices etc. You can also display questions and request information relevant to their visit.

EntrySign will notify you by email or SMS when your visitors sign in. Emails can include a picture of your visitor, allowing you to make a personal greeting when receiving your guests.

Self service or guided sign-in procedures can be accommodated, ensuring your receptionists are free to attend to other tasks or visitors needs. Delivery notifications are also available for unattended reception areas.

Personnel who move between sites or buildings can easily record their location, improving safety and providing visibility. Movements can be quickly recalled and timesheets easily generated and exported to assist with payroll, if required.

Multi-occupancy features provide a professional sign-in experience for buildings or sites with multiple businesses or organisations.



Testimonials

WallSEND St. Peter's



We are delighted with our EntrySign visitor management system. It links with our Paxton access system and is very easy to use, which means that staff and visitors can sign in quickly and efficiently. The customisable screen reflects our school website and gives a professional coherent image. The fire registers are almost instant, which saves valuable time in case of a fire. Some excellent back office features and reports available too.

Muller UK



The choice of an EntrySign system was due to the abilities of the system and how it fit within our requirements. It was a great feeling when we launched the system to the first set of users and could see how well it worked. I am highly likely to recommend the EntrySign system, certainly if someone has the same requirements as our business.



Quick & Convenient Smartphone Apps

NEW for 2020



EntrySign's new staff and visitor apps offer convenient sign-in and out features using your mobile device. The staff app allows personnel to sign in and out at EntrySign screens using their smartphone. It is ideal for organisations who do not issue ID cards or RFID tokens. In offline mode the app can be used with no connectivity and when connected to your organisation's Wi-Fi, allows personnel to sign in and out from the comfort of their desk/office.

Authorised personnel can view staff and visitors who are signed in and also pre-book visitors via the app.

The EntrySign visitor app is perfect for anyone who frequently visit sites which have EntrySign. It offers a quick and convenient sign-in process by pre-entering your essential information into the app and presenting the QR code on arrival.

EntrySign also supports Yoti and provides quick and convenient sign-in for new and existing Yoti users. When used with Yoti, EntrySign offers verification of your visitors identity. Find out more at www.yoti.com



Automate & Integrate with the EntrySign API



EntrySign allows easy integration with virtually any external applications or databases and can be used by your technical staff, external developers or 3rd party solution providers.

EntrySign's restful API allows you to push and pull data to/from EntrySign safely. Simple http requests allow you to fully automate the flow of data between EntrySign and external systems. Typical applications include HR & payroll systems, event management and registration applications or integration with corporate intranets.

API endpoints and functions are documented and can be tested within our API framework for rapid development and integration.*

*Charges may apply for access to the EntrySign API

Options & Add-ons

Additional EntrySign Screens & Kiosks



- Add additional screens and kiosks to provide sign-in/out functionality in different buildings or at multiple entrance/exit points
- Theme and brand as per the primary screen with option to customise on screen functions
- Fully scalable - Add as many additional screens as required to suit your premises and organisation

EntrySign RFID Terminal (Mifare)



- Discrete, cost effective terminal for use with Mifare RFID cards and fobs
- Perfect for additional entrances/exits where the full functionality of a touchscreen is not required
- Can be used for staff, authorised visitors, approved contractors and students with Mifare card/fobs

Integrated ID Card Printing



- Create your own ID card layouts within the EntrySign Back Office Suite
- Print your own ID cards in-house using dedicated card printers (compatible with most popular brands)
- Use with your existing ID card printer or purchase a complete card printing package

Dedicated QR Code Reader



- Rapid QR code acquisition
- Optimised to read QR codes from screens such as phones and other mobile devices
- Improved reading of faded and creased QR codes
- Perfect for high-traffic environments or for event sign in/out

EntrySign RFID Terminal (Multi-format)



- Discrete POE networked terminal for use with all supported RFID cards and fobs (e.g. Mifare, Paxton, HID and more)
- Built-in QR code reader can be used for tracking site changes or visitor sign-out
- Perfect for additional entrances/exits where the full functionality of a touchscreen or kiosk is not required

Welcome Screen



- Welcome your visitors with a personalised greeting displayed on a large-format screen in your reception area
- Automatically display your visitors' company logo ahead of their scheduled arrival time and customise with your own logo
- Utilise your existing compatible signage screens or available as a complete package including display screen

RFID Terminals

RFID terminals are perfect for organisations with multiple entrance/exit points or buildings. When used in addition to EntrySign screens and kiosks, terminals offer a discreet and cost-effective solution to sign personnel in and out. Perfect for use in secondary locations where a full EntrySign touchscreen or kiosk is not required (typically entrances which will not be used by ad-hoc visitors).

From simple, low-cost Mifare-only models, through to multi-format and POE powered options, there is a device to meet your needs.

Quick and convenient to install and use, RFID terminals look stylish alongside any entrance/exit.

Terminals can also be used where organisations have a requirement to record movements within specific locations, allowing staff, visitors and contractors to quickly and easily 'check-in' by presenting their ID card or fob.

Integration with door access control systems provides a seamless single card solution.*

Multi-format terminals also incorporate a built-in QR code reader, allowing visitors to switch between sites or sign out.

**Compatible with virtually all RFID card/fob technologies. Direct integration with Paxton Net2 allows doors to be released automatically when signing in/out on EntrySign terminals. Contact us for further information.*



Accessories

Shown below is a small selection from the huge range of accessories we provide. If you're looking for something you can't see in this brochure, contact your reseller or call **0800 037 2904**. Bulk pricing available upon request.

Full Colour Printed Lanyards



CUSTOM PRINTED

Premium quality, custom printed lanyards featuring a metal swivel and clip. Includes breakaway for safety. Can be printed in full colour to your design.

Premium Quality Lanyards



Premium quality lanyards featuring a metal swivel and clip. Includes breakaway for safety. Available in variety of colours and pre-printed lettering i.e. STAFF, VISITOR etc.

Card Holders



Premium quality card holders in portrait or landscape format. Rigid and flexible types available in a variety of colours. Why not check out our new biodegradable range.

Yo-Yo Reel Pass Holders



Quality and stylish with self-retracting cord. Available in a range of colours with optional customisation.

RFID Contactless Tokens



High quality RFID tokens for use with EntrySign and compatible solutions, such as door access control, cashless catering, managed print etc. Range includes key fobs, wristbands and more.

PVC ISO Cards



High quality cards for a durable and outstanding print. Full card printing service available (if required). Can be supplied with or without embedded RFID technology.

ABOUT DOCUFLOW

Docuflow is a UK document technologies business of print, mail, document workflows & digital transformation. We provide best of breed services and solutions from a selection of software, hardware and business partners enabling organisations to manage their company's business critical documents quickly, efficiently and cost effectively.

Docuflow's customers reflect the diversity of the UK economy in terms of size, sector and ownership structure.

Docuflow has a wealth of experience of delivering document workflow solutions providing an impressive portfolio of products and solutions which can be On-site or Off-site that enables our clients to implement world class technologies, processes and services.

Our services and solutions are supported by highly trained sales and service teams, to provide true end-to-end solutions.



Tel: 0333 577 4900

Email: sales@docuflow.co.uk

Web: www.docuflow.co.uk

Ground Floor West, 10 Cardinal Square, Derby DE1 3QT