LOBBYWORKS®

Visitor Management Suite
Version 4.1

The LobbyWorks Visitor Management Suite enhances your investment in access control and perimeter security by providing a simple and effective way to register, badge and track visitors. It gives you the ability to generate detailed visitor traffic reports and enforce visitor/contractor security policies.

Power and flexibility make LobbyWorks a natural fit for small single-site deployments using the Express Edition or regional WAN-based network deployments using the Premier Edition. System offerings allow you to tailor your visitor management system to best meet your needs.

- Front Desk – register and track visitors
- Reporter – generate reports
- Administrator – control security policies
- Scheduler – coordinate and execute automation activities
- Badge Pre-print – pre-prints badges

The Premier Edition supports optional add-ons as your system grows.

- LobbyWorks Kiosk – self-registration station for visitors
- LobbyWorks Web Center – employees pre-register visitors
- Notify – host notification upon visitor's arrival

Visitor registration is quick and simple and can be performed either at a guard station or using an optional self-registration kiosk. LobbyWorks scans the photo ID or business card of an arriving visitor, then instantly checks whether the visitor is expected or has been in the facility before and makes sure the visitor is not on a watch list. These quick and consistent checks ensure that only the right people are allowed on site. After scanning the information, LobbyWorks takes a digital photo or captures the visitor's signature.

LobbyWorks can automatically contact the visitor's host by email or with real time network messaging to announce the visit. Once the visitor is registered, an individualized badge is generated. Specific visit restrictions may be set, such as clearance level, access area or visit expiry time.

At the end of the visit, LobbyWorks signs out the visitor. If the visitor does not sign out, LobbyWorks can contact the host to check if the visitor has left the site.

This simple yet powerful visitor registration process forms the basis of a very powerful security platform. Registering all visitors through LobbyWorks ensures that you have a centralized and complete record of your visitor traffic, strengthens visitor security, and improves productivity and service to your customers.

FEATURES AND BENEFITS

PRE-REGISTRATION
- Entry into system by lobby receptionist
- Outlook® vCalendar integration via POP31
- Web Center add-on for pre-registration by hosts[1, 2]
- Bar code on email pre-registration notification sent to visitor can be scanned at the kiosk for fast processing

REGISTRATION
- Process most visitors in 20 seconds or less
- Capture visitor's photo and/or signature
- Scan arriving visitor's photo ID or business card
- Print professional color visitor passes with expiration date, visit area, host, and purpose of visit
- Issue Pro-Watch® access control raids

HOST LIST
- Entry into system by administrator or lobby receptionist
- Integration with Active Directory[1]
- Integration with Pro-Watch
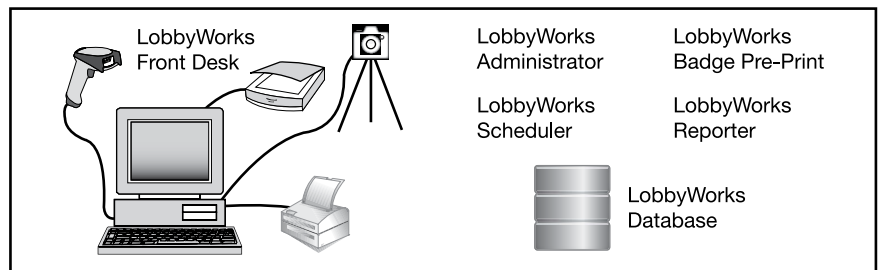
(1) Premier Edition only
(2) Sold separately

Honeywell

LOBBYWORKS® SYSTEM OVERVIEW

| FEATURES	EXPRESS EDITION	PREMIER EDITION
Registration	X	X
Tracking	X	X
Badging/photos	X	X
Watch list	X	X
Business card and driver license scanners	X	X
Signature image capture	X	X
Group registration	X	X
Badge pre-print	X	X
Multiple workstations		X
Outlook or Active Directory integration		X
Asset tracking		X
Delivery tracking		X
Pro-Watch integration		Optional

LOBBYWORKS EXPRESS EDITION

LobbyWorks Express Edition is a single-workstation license that supports connectivity to registration devices such as cameras, signature pad, barcode scanner, business card scanner, driver license and passport scanner, and card reader. Express Edition supports up to 500 hosts and is compatible with Windows XP Editions, Windows 7 Editions.

LOBBYWORKS PREMIER EDITION

Premier Edition includes full-featured visitor management with interfaces to cameras, signature pad, barcode scanner, business card scanner, driver license scanner, and card reader. Premier Edition can be networked with up to 20 additional licenses for Front Desk, Kiosk, or Reporter. LobbyWorks Web Center for web-based pre-registration and LobbyWorks Notify for real-time network notification are also available as options for Premier Edition.

A total of 5,000 host license are included with Premier Edition. With add-on licenses, Premier Edition can support up to 50,000 hosts, unrestricted Notify clients, and 25 concurrent Web Center log-ons. Supported databases are SQL Server Versions: 2005, 2008 R2 Express and compatible operating systems include Windows server 2003/2008 standard, Windows XP Editions, Windows 7 Editions.
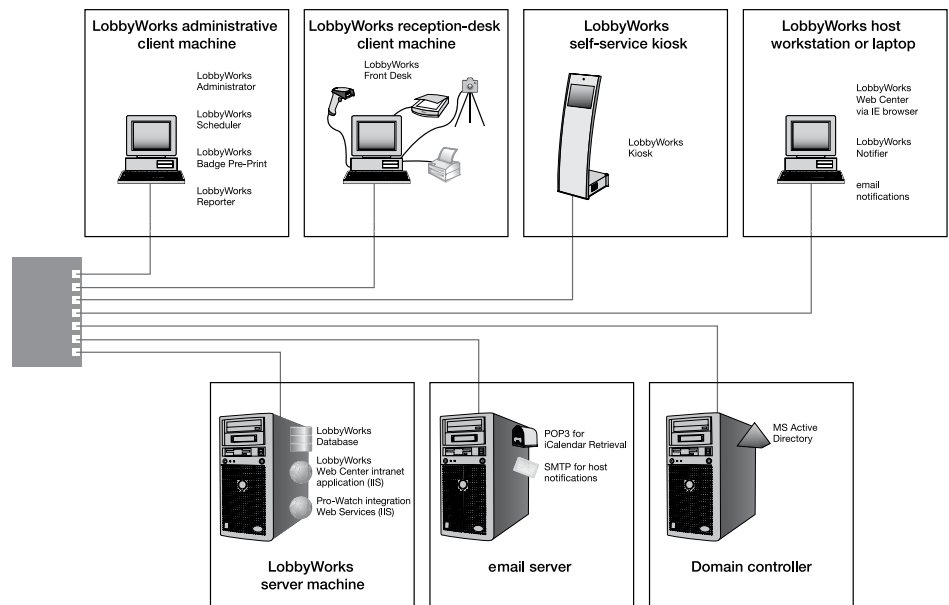
LOBBYWORKS® SYSTEM APPLICATIONS

LOBBYWORKS FRONT DESK

LobbyWorks Front Desk facilitates reception-assisted registration and tracking of visitors. For an expected visitor, the Front Desk user pre-loads a visitor's information including name, contact details, date(s) of visit, and planned host into the Windows based application. The Front Desk operator may also register a large number of people as a group by importing group members from a text file. For an unexpected visitor, Front Desk automatically compares visitor information against a pre-determined watch list and if a match is found, the Front Desk user may choose whether to continue with registration. Once registration is complete, the Front Desk application can automatically contact the host for visit authorization via the Notify application (Premier Edition only) that is installed on each host's computer. One license of the LobbyWorks Front Desk application is included in LobbyWorks Premier and Express Editions and comes complete with photo ID/business card scan, photo and signature capture, badge printing, visitor sign in/out tracking, watch list filtering, emergency list report, delivery and asset tracking, visitor access card tracking and much more. Additional licenses of Front Desk can be separately purchased for LobbyWorks Premier Edition.

LOBBYWORKS ADMINISTRATOR

LobbyWorks Administrator taps into the flexibility and power of LobbyWorks to tailor it to your specific facility and business needs. Control security policies for visitors and contractors, user permissions, badge and report templates, and much more.

SCHEDULER

The Scheduler application coordinates and executes automation activities within LobbyWorks such as employee list synchronization, calendar integration, and closing or signing out of temporary hosts and visitors at the end of the day. Calendar integration is only available in the LobbyWorks Premier Edition.

BADGE PRE-PRINT

Pre-prints badges for pre-registered visitors expected that day.

REPORTER

Allows authorized personnel to generate detailed visitor traffic reports and graphs for each day, week, month or year for true reporting flexibility at your fingertips. View traffic per employee, visitor, department, location, building or company. One license of LobbyWorks Reporter is included in Express and Premier Editions and can save reports in HTML, PDF, CSV or RTF formats. Additional licenses of Reporter can be separately purchased for LobbyWorks Premier Edition.

LOBBYWORKS® OPTIONAL ADD-ON LICENSES

LOBBYWORKS ADD-ON HOST

You can purchase more licenses to increase the number of supported hosts above the 5,000 included in the Premier Edition. The maximum number of hosts in Premier Edition cannot exceed 50,000. Each person who may receive visitors is a host.
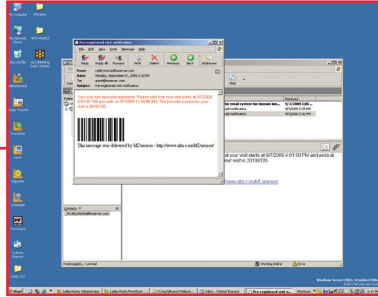
LOBBYWORKS WEB CENTER

Used by employees to pre-register their visitors, and by authorized security personnel to view visitor traffic and validate visitor badges. Runs on IIS 6, 7, 8 Supports browsers IE6, 7, 8 and 9.
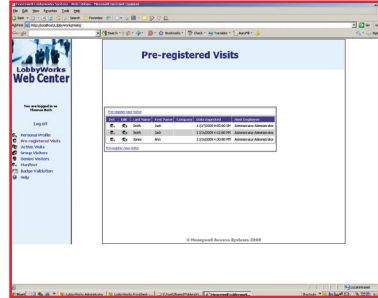

LOBBYWORKS KIOSK

Facilitates visitor self-registration and can also provide information such as safety videos and visit agreements.

LOBBYWORKS NOTIFY

Informs host upon visitor's arrival via a pop-up application installed on each host's PC.
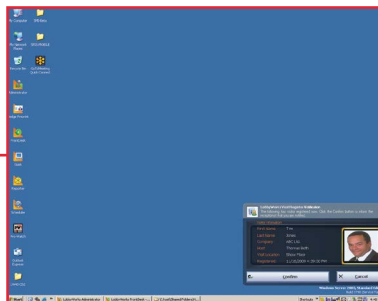
PRO-WATCH® INTEGRATION

The Pro-Watch connector allows Front Desk operators to assign access privileges to visitors within Pro-Watch for a visitor badge. The connector also imports hosts from Pro-Watch and allows the Front Desk operator to issue a temp card to a host who has forgotten their access control card. A host's permanent card is automatically disabled in Pro-Watch when a host temp card is issued.

LOBBYWORKS® SYSTEM MINIMUM REQUIREMENTS

LOBBYWORKS CLIENT	
FEATURE	**REQUIREMENT**
Recommended Processor	Intel Pentium IV or equivalent
PC Model Used for Testing	DELL Optiplex GX280
Recommended Operating System[3]	Windows server 2003/2008 1 standard, Windows XP Editions, Windows 7 Editions. (32 and 64 bit)
Recommended PC Type (Server or Workstation)	Workstation or Server
Recommended System Memory (RAM)[2]	2 GB for Windows XP SP3, 4 GB for other OS
CD and DVD Drive	Yes
Hard Drives	Capacity: 40 GB Software: Windows Operating System, Microsoft Office software
USB Connection	2.0
Network Connection	100 Mbits/sec or greater
Video Resolution	1024x768 pixels; 24-bit color or higher
Multimedia	Standard VGA Graphics Adapter [Display adapter]

(1) Windows Server 2003/2008 is supported for Administrator and Scheduler only.

(2) Includes RAM required by the client machine to run the Windows operating system.

(3) Consult Microsoft® for operating system and database license terms.

LOBBYWORKS® SYSTEM MINIMUM REQUIREMENTS

LOBBYWORKS SERVER [1, 2]		
FEATURE	SMALL SYSTEM REQUIREMENT	LARGER SYSTEM REQUIREMENT
Recommended Processor	Intel Pentium IV 2.8 GHz or equivalent	Dual-Core Intel® Xeon® 5160 3.0 GHz or equivalent
PC Model Used for Testing	DELL Optiplex GX280	Dell T310
Recommended Operating System	Windows server 2003/2008 standard, Windows XP Editions, Windows 7 Editions. (32 and 64 bit)	Windows server 2003/2008 standard (32 and 64 bit)
Recommended PC Type (Server or Workstation)[4]	Workstation or Server	Server recommended Workstation supported
Recommended System Memory (RAM)	2 GB	4 GB
CD and DVD Drive	Yes	Yes
Hard Drives[3,4]	Capacity: 40 GB Software: Windows Operating System, Microsoft SQL 2005/2008 SQL Express Software Microsoft Office Software	Disk Set 1 Capacity: 40 GB Software: Windows operating system, Microsoft SQL 2005/2008 (32 and 64 bit)/SQL Express Software, Microsoft Office (if needed) Disk Set 2 Capacity: 220 GB Software: None
Network Connection	100 Mbits/sec or greater	100 Mbits/sec or greater
Video Resolution	1024x768 pixels; 24-bit color or higher	1024x768 pixels; 24-bit color or higher
	Standard VGA Graphics Adapter [Display adapter]	Standard VGA Graphics Adapter [Display adapter]
Multimedia	SoundMAX Integrated Digital Audio	SoundMAX Integrated Digital Audio

(1) For a system to be considered small, the LobbyWorks system must have fewer than 1,500 hosts, fewer than 5 clients, and fewer than 400 visitors per day.

(2) To install LobbyWorks on a server with Pro-Watch®, you must add the LobbyWorks recommended memory and RAM requirements for the larger system server specification to those of Pro-Watch and MS-SQL.

(3) RAID technology used for the larger system server – disk set 1 and 2. When several physical disks are set up to use RAID technology, the operating system will be installed as on single disk.

(4) Consult Microsoft® for operating system and database license terms.

LOBBYWORKS® ORDERING

SOFTWARE FIRST LICENSE

Note: A customer information form must be completed before the order can be processed.

LWVMSEED	Express Edition (includes 500 hosts), 1 Front Desk license, 1 Reporter license, Badge Re-print license, Scheduler license, and Administrator license
LWVMSPRE	Premier Edition (includes 5,000 hosts), 1 Front Desk license, 1 Reporter license, Badge Re-print license, Scheduler license, and Administrator license
LWVMSDDD	Dealer Demo Edition – Restricted license, one year activation subject to factory approval

SOFTWARE ADD-ON LICENSES FOR PREMIER EDITION

Note: When ordering add-on licenses or upgrades, you must provide license details of the original license purchase.

LWVMSADD	Host license for one host
LWVMSFRD	Front Desk license
LWVMSKIO	Kiosk license
LWVMSRPR	Reporter license
LWVMSWEB	Web Center license
LWVMSNOT	Notify license
Upgrades	
LWVMSEEPR	Express Edition to Premier Edition upgrade

SOFTWARE MAINTENANCE WITH END USER SUPPORT

Note: Contact Honeywell 1-800-323-4576 regarding contract requirements for software maintenance.

SSAEULWVMSPRE	1 year maintenance for part LWVMSPRE
SSAEULWVMSADD	1 year maintenance for part LWVMSADD
SSAEULWVMSFRD	1 year maintenance for part LWVMSFRD
SSAEULWVMSKIO	1 year maintenance for part LWVMSKIO
SSAEULWVMSRPR	1 year maintenance for part LWVMSRPR
SSAEULWVMSWEB	1 year maintenance for part LWVMSWEB
SSAEULWVMSNOT	1 year maintenance for part LWVMSNOT

SOFTWARE MAINTENANCE WITH DEALER SUPPORT

Note: Contact Honeywell 1-800-323-4576 regarding contract requirements for software maintenance.

SSALWVMSPRE	1 year standard SSA for part LWVMSPRE
SSALWVMSADD	1 year standard SSA for part LWVMSADD
SSALWVMSFRD	1 year standard SSA for part LWVMSFRD
SSALWVMSKIO	1 year standard SSA for part LWVMSKIO
SSALWVMSRPR	1 year standard SSA for part LWVMSRPR
SSALWVMSWEB	1 year standard SSA for part LWVMSWEB
SSALWVMSNOT	1 year standard SSA for part LWVMSNOT

HARDWARE

LWVMSDLS	ScanShell business card and driver license scanner
LWVMSBCSC	Compact ScanShell business card scanner
LWVMSDOME	Logitech camera
LWVMSBP	Dymo LabelWriter 450
LWVMSSIG	Topaz SigLight LCD signature pad
LWVMSHUB	4-port USB hub

CONSUMABLES

LWVMSVB	Thermal labels for Dymo, 12 rolls of 300 labels each
LWVMSVB2	Thermal labels for Dymo, 2 rolls of 300 labels each

KITS

LWVMSKEX	Express Edition kit: LWVMSEED, LWVMSVB2, LWVMSBP, LWVMSDOME
LWVMSKPR	Premier Edition kit: LWVMSPRE, LWVMSVB, LWVMSBP, LWVMSDOME, LWVMSDLS
LWVMSKFR	Front Desk add-on kit: LWVMSFRD, LWVMSVB, LWVMSBP, LWVMSDOME, LWVMSDLS

LOBBYWORKS 3.2 TO 4.0 UPGRADES

Note: A LobbyWorks 3.2 Licensee may use the following parts to purchase an upgrade for their system.

LWUPGPRE	Upgrade base license from LWVMSPRO/ LWVMSSTD
LWUPGFRD	Upgrade Front Desk from LWVMSSTDCL
LWUPGKIO	Upgrade Kiosk from LWVMSEXPCL
LWUPGRPR	Upgrade Reporter from LWVMSRPT
LWUPGWEB	Upgrade Web Center from LWVMSEBNDL
LWUPGNOT	Upgrade Notify from LWVMSCOM

PRO-WATCH® CONNECTED SYSTEMS

Note: Only available through registered Honeywell HIS integrators

PWLW4	Pro-Watch Server 2008 and Windows 7 to LobbyWorks 4 Connector
PWVMSPRE	PWLW4 + LWVMSPRE
PWUPGPRE	LWUPGPRE + PWLW4

BARCODE CARD READERS

BR-7	Infrared barcode swipe reader with Wiegand output

THE
FUTURE
IS
WHAT
WE
MAKE IT
—

Honeywell