

Choose the Right Edition of AlphaCard Visitor Pass

*The
Complete
EDITION
GUIDE*

AlphaCard Visitor Pass software is dynamic and powerful visitor management software that allows you to design visitor badges, check visitors in and out, manage events and guest lists, and run reports on your visitors all from one spot. Use this guide to answer questions about what you want to do with the software.



Based on your answers below, you'll learn which edition may meet your organization's needs.



When You Need AlphaCard Visitor Pass Secure

AlphaCard Visitor Pass Secure is the most advanced edition of our visitor management software, giving you the widest range of visitor, event, and database features.

If you answer YES to any of these questions, then the Secure edition may meet your organization's needs:

- Do you need to link multiple points of entry?
- Do you want to automatically check in visitors by scanning their fingerprints?
- Do you want to email your guests their event registration confirmation?
- Do you want guests or visitors to sign documents when they sign in, like a non-disclosure agreement?
- Do you want to use supported 3rd party screening services to check your visitors?
- Do you want to set up an email "call for help" button?

If you do not need any of these features, then the Standard edition might be a better fit.



When You Need AlphaCard Visitor Pass Standard

AlphaCard Visitor Pass Standard is our fully-featured mid-level software, designed to meet a wide range of visitor management requirements. It allows you to set up and manage events and quickly and easily check visitors in and out, without the extra features you may not need in Secure.

If you answer YES to any of these questions, then the Standard edition may meet your organization's needs:

- Do you want to automatically check in visitors by scanning a barcode, swiping a magnetic stripe card, or scanning a government issued ID?
- Do you want to use events?
- Do you want to customize the database field names and search fields?
- Do you want to import and/or export data records or images?
- Do you want to create visitor records by scanning a government issued ID?

If you do not need any of these features, then the Entry edition might be a better fit.



When You Need AlphaCard Visitor Pass Entry

AlphaCard Visitor Pass Entry is our most basic edition, designed to help you check visitors in and out. It does not include events or automatic check in like the Standard or Secure editions, but it does create a visitor database so you can monitor who is in your building.

If you answer YES to any of these questions, then the Entry edition may meet your organization's needs:

- Do you want to check visitors in and out?
- Do you want to manually blacklist visitors?

If you do not want to check visitors in and out of your building, then visitor management software may not be the correct software for your organization. For organizations looking to design and print ID badges, we recommend [AlphaCard ID Suite](#).



AlphaCard Visitor Pass Software Comparison	ENTRY \$39.99/month	STANDARD \$69.99/month	SECURE \$99.99/month
VISITOR MANAGEMENT FEATURES			
Create and Edit Visitor Records	✓	✓	✓
Visitor Check In and Out	✓	✓	✓
Visitor Blacklist Option	✓	✓	✓
Visitor Auto Check Out Reminder	✓	✓	✓
Purge Visitor Data	✓	✓	✓
Customize Record Lookup Fields	Limited	✓	✓
Create Visitor Groups		✓	✓
Filter by Groups for Easy Check-In		✓	✓
Check for Duplicate Visitors During Registration		✓	✓
Customize Database Field Labels		✓	✓
Alert and Notify Defined Email with Call for Help Button (requires email access)			✓
Visitor Photo History			✓
Visitor Screening with 3rd Party Criminal Database Check*			✓
Require Document Signature before Check-In (NDA, safety procedure, waiver)			✓
EVENT FEATURES			
Create Events		✓	✓
Visitor Pre-Registration for Events		✓	✓
Assign Hosts to Events		✓	✓
Set Event Date and Time		✓	✓
Set Event Early Check In-Time		✓	✓
Confirm/Deny Other Check In's during Event		✓	✓
Select Event on Check In		✓	✓
Visitor Badge Expiration Date		✓	✓
VISITOR BADGE FEATURES			
Design and Print PVC & Paper Badges	✓	✓	✓
Compatible with Windows Printers	✓	✓	✓
Single and Dual-sided Printing	✓	✓	✓
Includes 5 Default Templates	✓	✓	✓
Create Custom Visitor Badge Templates	✓	✓	✓
Magnetic Stripe Encoding	✓	✓	✓
1D Barcodes	✓	✓	✓
2D Barcodes		✓	✓
UV Panel Printing		✓	✓
Unlimited Layouts per Template			✓
PHOTOS & SIGNATURES			
DirectShow Webcam Support	✓	✓	✓
Image Tools Editor	✓	✓	✓
Canon Camera Support	✓	✓	✓
Signature Capture Support		✓	✓
BARCODE SCAN FEATURES			
Automatic Visitor Check In/Out with Barcode Scan		✓	✓
Automatic Visitor Record Lookup with Barcode Scan		✓	✓
ID SCAN FEATURES (GOVERNMENT ISSUED ID ONLY)			
Create & Populate Visitor Record from ID Scan		✓	✓
Automatic Visitor Record Lookup w/ ID Scan		✓	✓
Automatic Visitor Check In/Out with ID Scan		✓	✓
FINGERPRINT CAPTURE FEATURES			
Store Fingerprint Image to Visitor Record			✓
Automatic Visitor Record Lookup with Fingerprint			✓
Automatic Visitor Check In/Out with Fingerprint			✓

Chart continues on next page



AlphaCard Visitor Pass Software Comparison (Continued)	ENTRY \$39.99/month	STANDARD \$69.99/month	SECURE \$99.99/month
EMAIL FEATURES			
SMTP Integration			✓
Email Template Creation			✓
Pre-Registered Visitor Confirmation with Check-In Barcode			✓
Guest Arrival Notification			✓
One Click Email Evacuation Report			✓
One Click Email Notification for Suspicious Visitor Alert			✓
USER SECURITY FEATURES			
Create Secure User Credentials		✓	✓
Hide Functionality from Users		✓	✓
Temporarily Block Users		✓	✓
Hide Database information from Users		✓	✓
Create User Groups			✓
Create User Group Profiles			✓
Assign/Remove Users to/from Groups			✓
Hide Functionality from Groups			✓
REPORT & LOG FEATURES			
Evacuation Report	✓	✓	✓
View, Print, Export Reports		✓	✓
Visitor History Report		✓	✓
Event Attendee Report		✓	✓
Top Visitor Report			✓
Email Reports			✓
Custom Reports Plug In			✓
Custom Reports Service			Service Required
DATABASE & RECORD MANAGEMENT FEATURES			
Comprehensive Database View	✓	✓	✓
Customizable Quick Search Feature		✓	✓
Import and Export Database Records		✓	✓
Import and Export Database Images		✓	✓
MySQL & MS SQL Internal Database Option			✓

SYSTEM REQUIREMENTS: 32 or 64 bit Microsoft Windows operating system (Windows 7, 8, 10), Explorer 6 or higher, Microsoft .NET framework 4.0 or higher, dual-core processor, 1 GB internal memory (32 bit) or 2 GB internal memory (64 bit), 200 MB free disk space, internet connection.

Need Expert Help?

AlphaCard’s visitor management experts are here to help you find the best software for your organization’s needs. Contact us today for personalized recommendations!

Email us at sales@alphacard.com
or call (800) 717-8080

