

ON-GUARD

GATE SECURITY CONTROL



Tutorial Series

Issuing a Visitor Pass

Starting On-Guard

- Option 1
 - Start FileMaker by double clicking on the icon
 - Go to the File option and navigate to the On-Guard icon and left click it.
- Option 2
 - Find the On-Guard icon, highlight the icon and left double click it.
- In both cases sign in to On-Guard.

The Welcome Screen

ON-GUARD



Main Navigation Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY
CONTROL

Your Community Name Here

10:48:40 AM

Main Navigation Screen
September 22, 2013

User Logged In: Developer

Main Navigation Screen

Exit

Residential Records

Find Other Data

Issue Visitor Pass

Reports

Administrative

Press the Issue Visitor Pass button

About On-Guard
Level 100+

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Issue Visitor Pass Screen

ON-GUARD

This tutorial will provide how to Issue a Visitor Pass.

The screenshot shows the On-Guard software interface for issuing a visitor pass. The window title is "On-GuardLevel10092113He;p - 2". The main header area is yellow and contains the text "Your Community Name Here", "Total Resident Records 290", "11:47:08 AM", and "Issue Visitor Pass: Input September 22, 2013". Below the header is a navigation bar with tabs for "Emergency", "Children", "Guests", "Contractors", "Vehicles", "Notes", "Visitors", "Owners", and "Map". The "Visitors" tab is selected. The main content area is divided into several sections: "Input Visitors" on the right, "Authorized Contractors" in the middle, "Authorized Guests" below it, and "Expected Visitor" at the bottom. The "Input Visitors" section has buttons for "Non-Authorized Visitor", "Authorized Guests", "Authorized Contractor", "Expected Visitor", "Officer On-Duty", "Add Records", "Barred Guests", and "Notes". The "Authorized Contractors" section has a table with columns for "Status", "Company Name", "Status", and "Type". The "Authorized Guests" section has a table with columns for "Name" and "Status". The "Expected Visitor" section has a table with columns for "Name", "Status", "Arrival Date", "Arrival Time", and "Valid Thru". The "Notes" section has a text area with the text "This is a note example.". The bottom of the screen has a yellow footer with the text "Licensed To: Your Community Name Here Copyright © 2005-2013 System Design Wizards, Inc. All rights reserved. http://onguardgate.com".

On-GuardLevel10092113He;p - 2

ON-GUARD

Your Community Name Here

Total Resident Records 290

11:47:08 AM

Issue Visitor Pass: Input
September 22, 2013

Emergency Children **Guests** Contractors Vehicles Notes **Visitors** Owners Map

Last Name Resident Code
Homeowner Primary Resident 10101 10101 1243Z
Homeowner Co-Resident

Unit # Rec # Pin #

Directions
Proceed to Building 10 - go to unit #101

East, #10-101 (772) 123-4567 hhomeowner101@gmail.com

Primary Phone EMail

Authorized Contractors

Status	Company Name	Status	Type

Authorized Guests

Name	Status
Anne Heche	Permanent
Judy Dench	Permanent

Notes
This is a note example.

Expected Visitor

Name	Status	Arrival Date	Arrival Time	Valid Thru

Navigation Actions

Main Navigation

Residential Records

Reports

Exit GateMagix

Information

About

Help

Input Visitors

Non-Authorized Visitor

Authorized Guests

Authorized Contractor

Expected Visitor

Officer On-Duty

Add Records

Barred Guests

Notes

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Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Your Community Name Here

Total Resident Records **290**

11:47:08 AM

Issue Visitor Pass: **Input**
September 22, 2013

Logged In User: Developer

Main Phone# Emergency Children Guests Contractors Vehicles Notes Visitors Owners Map

Find Resident
Print Pass
Restricted Access
Yes

Navigation Actions
Main Navigation
Residential Records
Reports
Exit GateMagix

Information
About
Help

First Name	Last Name	Resident Code	Unit #	Rec #	Pin #
Harry	Homeowner	Primary Resident	10101	10101	1243Z
Harriet	Homeowner	Co-Resident			

Harbour Isle Drive East, #10-101 (772) 123-4567 hhomeowner101@gmail.com

Street Address Primary Phone EMail

Barred Guest Name

Authorize Name
Anne Heche
Judy Dench

Directions
Proceed to Building 10 - go to unit #101

Input Visitors
Non-Authorized Visitor
Authorized Guests
Authorized Contractor
Expected Visitor
Officer On-Duty
Add Records
Barred Guests
Notes

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Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Your Community Name Here

Total Resident Records **290**

11:47:08 AM

Issue Visitor Pass: **Input**
September 22, 2013

Logged In User: [User Name]

Message

Choose which field to search on?

Address Last Name

Find Resident

Print Pass

Restricted Access
Yes

Navigation Actions

Main Navigation

Residential Records

Reports

Exit GateMagix

Information

About

Help

Residents Vehicles Notes Visitors Owners Map

Resident Code
Primary Resident 10101 10101 1243Z
Co-Resident
hhomeowner101@gmail.com

Directions
Proceed to Building 10 - go to unit #101

Input Visitors

Non-Authorized Visitor

Authorized Guests

Authorized Contractor

Expected Visitor

Street Address Primary Phone EMail

Barred Guests

Name	Status

Authorized Contractors

Over-ride	Company Name	Status	Type

Authorized Guests

Name	Status
Anne Heche	Permanent
Judy Dench	Permanent

This is a note example.

Expected Visitor

Name	Status	Arrival Date	At

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Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Your Community Name Here

Total Resident Records **290**

11:47:08 AM

Issue Visitor Pass: **Input**
September 22, 2013

Logged In User: Developer

Find Resident
Print Pass
Restricted Access
Yes

Navigation Actions
Main Navigation
Residential Records
Reports
Exit GateMagix

Information
About
Help

Main Phone# Emergen

First Name
Harry
Harriet

Harbour Isle Drive East, #1
Street Address

Barred Guest
Name

Authorized Guests

Name	Status
Anne Heche	Permanent
Judy Dench	Permanent

This is a note example.

Expected Visitor

Name	Status	Arrival Date	At

Rec # Pin #
10101 1243Z

Directions
Proceed to Building 10 - go to unit #101

Input Visitors
Non-Authorized Visitor
Authorized Guests
Authorized Contractor
Expected Visitor

Get Name
Please enter Name to search for
Please enter Name
Homeowner
Cancel OK

Please type in Homeowner or even Hom and you will be presented with the appropriate Resident Record.

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Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Your Community Name Here

Total Resident Records **290**

11:47:08 AM

Issue Visitor Pass: **Input**
September 22, 2013

Logged In User: Developer

Find Resident
Print Pass
Restricted Access
Yes

Navigation Actions
Main Navigation
Residential Records
Reports
Exit GateMagix

Information
About
Help

Main Phone# Emergency Children Guests Contractors Vehicles Notes Visitors Owners Map

First Name	Last Name	Resident Code	Unit #	Rec #	Pin #
Harry	Homeowner	Primary Resident	10101	10101	1243Z
Harriet	Homeowner	Co-Resident			

Harbour Isle Drive East, #10-101 (772) 123-4567 hhomeowner101@gmail.com

Street Address Primary Phone EMail

Barred Guests

Name	Status

Authorized Contractors

Name	Status	Type

Authorized Guests

Name	Status
Anne Heche	Permanent
Judy Dench	Permanent

This is a note example.

Expected Visitor

Name	Status	Arrival Date

Input Visitors
Non-Authorized Visitor
Authorized Guests
Authorized Contractor
Expected Visitor

Directions
Proceed to Building 10 - go to unit #101

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Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Your Community Name Here

Total Resident Records **290**

11:47:08 AM

Issue Visitor Pass: **Input**

September 22, 2013

Logged In User: Developer

Main Phone# Emergency Children Guests Contractors Vehicles Notes Visitors Owners Map

Find Resident

Print Pass

Restricted Access
Yes

Navigation Actions

Main Navigation

Residential Records

Reports

Exit GateMagix

Information

About

Help

First Name
Harry
Harriet

Harbour Isle Drive
Street Address

Barr
Name

10101 1243Z
Rec # Pin #

Directions

Proceed to
Building 10 - go
to unit #101

Input Visitors

Non-Authorized Visitor

Authorized Guests

Authorized Contractor

Expected Visitor

Officer On-Duty

Add Records

Barred Guests

Notes

Expected Visitor

Name	Status	Arrival Date	Arrival Time	Valid Thru

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Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Your Community Name Here

Total Resident Records 290

11:47:08 AM

Issue Visitor Pass: **Input**
September 22, 2013

Logged In User: Developer

Main Phone# Emergency Children Guests Contractors Vehicles Notes Visitors Owners Map

Find Resident
Print Pass
Restricted Access
Yes

Navigation Actions
Main Navigation
Residential Records
Reports
Exit GateMagix

Information
About
Help

First Name
Harry
Harriet

Harbour Isle Drive
Street Address
Barr
Name

10101 1243Z
Rec # Pin #

Directions
Proceed to
Building 10 - go
to unit #101

Input Visitors
Non-Authorized Visitor
Authorized Guests
Authorized Contractor
Expected Visitor
Officer On-Duty
Add Records
Barred Guests
Notes

Expected Visitor

Name	Status	Arrival Date	Arrival Time	Valid Thru

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Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Your Community Name Here

Total Resident Records 290

11:47:08 AM

Issue Visitor Pass: **Input**
September 22, 2013

Logged In User: Developer

Main Phone# Emergency Children Guests Contractors Vehicles Notes Visitors Owners Map

Find Resident
Print Pass
Restricted Access
Yes

Navigation Actions
Main Navigation
Residential Records
Reports
Exit GateMagix

Information
About
Help

First Name
Harry
Harriet

Harbour Isle Drive
Street Address
Barr
Name

10101 1243Z
Rec # Pin #

Directions
Proceed to
Building 10 - go
to unit #101

Input Visitors
Non-Authorized Visitor
Authorized Guests
Authorized Contractor
Expected Visitor
Officer On-Duty
Add Records
Barred Guests
Notes

Expected Visitor

Name	Status	Arrival Date	Arrival Time	Valid Thru

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Issue Visitor Pass Screen

ON-GUARD

The screenshot shows the 'On-Guard' software interface for 'GATE ACCESS SECURITY CONTROL'. The user is logged in as 'Developer'. The main area displays details for a resident named Harry Homeowner, including their address (Harbour Isle Drive East, #10-101), phone number ((772) 123-4567), and email (hhomeowner101@gmail.com). The interface includes several sections for managing access:

- Barred Guests:** A table with columns for Name and Status, currently empty.
- Authorized Contractors:** A table with columns for Name, Status, and Type, currently empty.
- Authorized Guests:** A table with columns for Name and Status, containing entries for Anne Heche and Judy Dench, both with a status of 'Permanent'.
- Expected Visitor:** A table with columns for Name, Status, Arrival Date, Arrival Time, and Valid Thru, currently empty.

A blue callout box with the text 'Please view the areas of the Screen that show who is authorized or not to visit Mr. Homeowner.' has arrows pointing to the 'Barred Guests', 'Authorized Contractors', and 'Authorized Guests' sections.

Navigation actions include 'Find Resident', 'Print Pass', 'Restricted Access Yes', 'Main Navigation', 'Residential Records', 'Reports', and 'Exit GateMagix'. The footer contains licensing information: 'Licensed To: Your Community Name Here Copyright © 2005-2013 System Design Wizards, Inc. All rights reserved. http://onguardgate.com'.

Issue Visitor Pass Screen

ON-GUARD

The screenshot displays the On-Guard software interface for issuing visitor passes. The window title is "On-GuardLevel10092113He;p - 2". The header includes the "ON-GUARD GATE ACCESS SECURITY CONTROL" logo, a community name "Your Community", and a timestamp "11:47:00". The user is logged in as "Developer".

On the left sidebar, there are buttons for "Find Resident", "Print Pass", and a prominent green "Restricted Access Yes" button. Below these are "Navigation Actions" (Main Navigation, Residential Records, Reports, Exit GateMagix) and "Information" (About, Help).

The main content area features a tabbed interface with "Main", "Phone#", "Emergency", "Children", "Guests", and "Contractors". The "Main" tab is active, showing a form for "Harry Homeowner". The form includes fields for "First Name", "Last Name", "Street Address" (Harbour Isle Drive East, #10-101), "Primary Phone" ((772) 123-4567), and "E-Mail" (hhomeowner101@gmail.com). A "Directions" field contains the text "Proceed to Building 10 - go to unit #101".

Below the form are sections for "Barred Guests", "Authorized Contractors", "Authorized Guests" (listing Anne Heche and Judy Dench as Permanent), and "Expected Visitor". A "Notes" field contains the text "This is a note example."

On the right sidebar, there are buttons for "Input Visitors", "Non-Authorized Visitor", "Authorized Guests", "Authorized Contractor", "Expected Visitor", "Officer On-Duty", "Add Records", "Barred Guests", and "Notes".

A blue callout box with white text is overlaid on the screen, pointing to the "Restricted Access Yes" button and stating: "In this example the Residence is Restricted."

The footer contains the text: "Licensed To: Your Community Name Here Copyright © 2005-2013 System Design Wizards, Inc. All rights reserved. http://onguardgate.com".

Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Your Community Name Here

11:47:00

Logged In User: Developer

Find Resident
Print Pass
Restricted Access
Yes

Navigation Actions
Main Navigation
Residential Records
Reports
Exit GateMagix

Information
About
Help

Main Phone# Emergency Children **Guests** Contractors

First Name	Last Name
Harry	Homeowner
Harriet	Homeowner

Harbour Isle Drive East, #10-101 (772) 123-4567
Street Address Primary Phone

Barred Guests

Name	Status

Authorized Guests

Name	Status
Anne Heche	Permanent
Judy Dench	Permanent

Expected Visitor

Name	Status	Arrival Date	Arrival Time	Valid Thru

Notes
This is a note example.

Visitors
Authorized Visitor
Expected Guests
Expected Contractor
Expected Visitor
Officer On-Duty
Add Records
Barred Guests
Notes

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Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Your Community Name Here
11:47:00

Logged In User: Developer

290
: Input
2013

Input Visitors
Non-Authorized Visitor
Authorized Guests
Authorized Contractor
Expected Visitor
Officer On-Duty
Add Records
Barred Guests
Notes

Find Resident
Print Pass
Restricted Access
Yes

Navigation Actions
Main Navigation
Residential Records
Reports
Exit GateMagix

Information
About
Help

Main Phone# Emergency Children Guests Cont

First Name	Last Name
Harry	Homeowner
Harriet	Homeowner

Harbour Isle Drive East, #10-101 (772) 123-4567 hhomeowner101@gmail.com

Street Address Primary Phone EMail

Directions
Proceed to Building 10 - go to unit #101

Name	Status	Over-ride	Company Name	Status	Type

Authorized Contractors

Name	Status
Anne Heche	Permanent
Judy Dench	Permanent

Authorized Guests

Notes
This is a note example.

Name	Status	Arrival Date	Arrival Time	Valid Thru

Expected Visitor

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Normally, this means that the Security Officer will call for All visitors.

Issue Visitor Pass Screen

ON-GUARD

The screenshot shows the 'On-Guard' software interface. At the top, it displays 'ON-GUARD GATE ACCESS SECURITY CONTROL' and 'Logged In User: Developer'. The main area is divided into several sections:

- Left Sidebar:** Contains buttons for 'Find Resident', 'Print Pass', 'Restricted Access Yes', 'Navigation Actions' (Main Navigation, Residential Records, Reports), and 'Exit GateMagix'. There is also an 'Information' section with 'About' and 'Help' links.
- Main Content Area:** Features a form for resident information (Harry and Harriet), a 'Barred Guests' table, an 'Authorized Guests' table with entries for Anne Heche and Judy Dench, and an 'Expected Visitor' table.
- Right Sidebar:** Includes a 'Map' section, an 'Input Visitors' section with buttons for 'Non-Authorized Visitor', 'Authorized Guests', 'Authorized Contractor', and 'Expected Visitor', and 'Add Records' buttons for 'Barred Guests' and 'Notes'.

A blue callout box with white text is overlaid on the 'Authorized Guests' button, stating: 'After phoning, Mr. Homeowner has permitted admitting Ms. Heche. Now press the Authorized Guests button to continue.'

At the bottom of the window, there is a footer with the following text: 'Licensed To: Your Community Name Here Copyright © 2005-2013 System Design Wizards, Inc. All rights reserved. http://onguardgate.com'

Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Logged In User: Developer

290
r Pass: **Input**
er 22, 2013

Find Resident
Print Pass
Restricted Access
Yes

Navigation Actions
Main Navigation
Residential Records
Reports
Exit GateMagix

Information
About
Help

Main Phone# Emergency Childr
First Name L
Harry Hor
Harriet Hor
Harbour Isle Drive East, #10-101
Street Address Pri
Barred Guests
Name Status

Authorized Guests
Name Status
Anne Heche Permanent
Judy Dench Permanent

Notes
This is a note example.

Expected Visitor
Name Status Arrival Date Arrival Time Valid Thru

Map
243Z
Pin #
s
go

Input Visitors
Non-Authorized Visitor
Authorized Guests
Authorized Contractor
Expected Visitor
↔
Officer On-Duty
Add Records
Barred Guests
Notes

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After phoning, Mr. Homeowner has permitted admitting Ms. Heche. Now press the Authorized Guests button to continue.

Issue Visitor Pass Screen

ON-GUARD

Authorized Guest
Guest

ACTIONS
New
Delete
Find
Show All

Close Window
Print Pass

Authorized Guest

10101 Unit # 10-101 Account #

Harry Homeowner Resident Visited Total # of Visits

Visitor Name Visitor Status

Visitor Company

Vehicle Make Vehicle Model Vehicle Year

Vehicle Color Vehicle Plate Vehicle State

9/22/2013 1:07:03 PM Date/Time In 0 Authorized Days 9/22/2013 Authorized Thru

Declined Reason

Officer on Duty

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Issue Visitor Pass: Input
September 22, 2013

Total Resident Records 290

Resident Code
Primary Resident
Co-Resident
E-Mail
Authorized Contractors
Notes

Visitor e Arrival Time Valid Thru

Barred Guests
Notes

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You are now presented with a Authorized Guest Input Screen to fill out before issuing a Visitor Pass.

Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p

ON-GUARD
GATE ACCESS SECURITY CONTROL

Authorized : Input Guest

ACTIONS
New
Delete
Find
Show All

Close Window
Print Pass

Authorized Guest

10101 10-101
Unit # Account #

Harry Homeowner
Resident Visited Total # of Visits

Visitor Status

Anne Heche
Judy Dench

Company

Vehicle Model Vehicle Year

Vehicle Color Vehicle Plate Vehicle State

9/22/2013 1:07:03 PM 0 9/22/2013
Date/Time In Authorized Days Authorized Thru

Declined Reason

Officer on Duty

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Name Here Total Resident Records 290

Issue Visitor Pass: Input
September 22, 2013

ors Vehicles Notes Visitors Own

Resident Code
Primary Resident 10101
Co-Resident Unit # R

hhomeowner101@gmail.com

Authorized Contractors

Notes

Visitor e Arrival Time Valid Thru

Barred Guests
Notes

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By pressing on the down arrow near the Visitor Name you will see the name of Anne Heche. Please press on the name.

Issue Visitor Pass Screen

ON-GUARD

Authorized : Input Guest

ACTIONS
New
Delete
Find
Show All

Close Window
Print Pass

Authorized Guest

Unit # 10101 Account # 10-101

Resident Visited Harry Homeowner Total # of Visits

Visitor Status

Company

Vehicle Model Vehicle Year

Vehicle Color Vehicle Plate Vehicle State FL

Date/Time In 9/22/2013 1:07:03 PM Authorized Days 0 Authorized Thru 9/22/2013

Declined Reason

Officer on Duty

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Issue Visitor Pass: Input
September 22, 2013

Total Resident Records 290

Resident Code
Primary Resident
Co-Resident

Unit # 10101

Email hhomeowner101@gmail.com

Authorized Contractors

Notes

Visitor e Arrival Time Valid Thru

Barred Guests
Notes

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By pressing on the down arrow near the Visitor Name you will see the name of Anne Heche. Please press on the name.

Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p

ON-GUARD
GATE ACCESS SECURITY CONTROL

Authorized : Input Guest

ACTIONS
New
Delete
Find
Show All

Close Window

Print Pass

Authorized Guest

Unit # 10101 Account # 10-101

Resident Visited Harry Homeowner Total # of Visits

Visitor Name Anne Heche Status Guest

Visitor Company

Vehicle Make Audi Vehicle Model Quatro Vehicle Year 2012

Vehicle Color Silver Vehicle Plate Heche1 Vehicle State FL

Date/Time In 9/22/2013 1:07:03 PM Authorized Days 0 Authorized Thru 9/22/2013

Declined Reason

Officer on Duty

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100 | Browse

Name Here Total Resident Records 290

Issue Visitor Pass: Input September 22, 2013

Vehicles Notes Visitors Owners

Resident Code

Primary Resident 10101 10

Co-Resident Unit # R

hhomeowner101@gmail.com

Authorized Contractors

Name Status Type

Notes

Visitor e Arrival Time Valid Thru

Barred Guests

Notes

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Please fill in the rest of the information and then press Print Pass.

Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

On-GuardLevel10092113He;p - 3

Your Community Name Here Pass Number

Visitor Pass

Visitor Name Vehicle Plate Vehicle State

Resident Name Address

Directions

From Expiration

Drive Safely!

SPEED LIMIT 25

1. No Parking on GRASS.
2. No Parking on Sidewalk.
3. No Commercial
4. No Soliciting.
5. No Parking on Street from 2 AM to 6 AM

****CHILDREN AT PLAY****

Security Officer Issuing the Pass:

ere Total Resident Records

Issue Visitor Pass: Input

September 22, 2013

Notes Visitors Own

10101 1
Unit # R

01@gmail.com

ctors

Type

Notes

Valid Thru

Barred Guests

Notes

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The Visitor Pass is displayed. You can now print it and hand it to Ms. Heche to display on her auto's dashboard.

Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Your Community Name Here

Total Resident Records **290**

11:47:08 AM

Issue Visitor Pass: **Input**
September 22, 2013

Logged In User: Developer

Find Resident
Print Pass
Restricted Access
Yes

Navigation Actions
Main Navigation
Residential Records
Reports
Exit GateMagix

Information
About
Help

Main Phone# Em

First Name
Harry
Harriet

Harbour Isle Drive E
Street Address
Barre
Name

Authorized
Name
Anne Heche Permanent
Judy Dench Permanent

Expected Visitor

Name	Status	Arrival Date	Arrival Time	Valid Thru

Visitors Owners Map

01 10101 1243Z
Rec # Pin

Directions
Proceed to
Building 10 - go
to unit #101

Input Visitors
Non-Authorized Visitor
Authorized Guests
Authorized Contractor
Expected Visitor
Officer On-Duty
Add Records
Barred Guests
Notes

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Issue Visitor Pass Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY CONTROL

Your Community Name Here

Total Resident Records **290**

11:47:08 AM

Issue Visitor Pass: **Input**
September 22, 2013

Logged In User: Developer

Find Resident
Print Pass
Restricted Access
Yes

Navigation Actions
Main Navigation
Residential Records
Reports
Exit GateMagix

Information
About
Help

Input Visitors
Non-Authorized Visitor
Authorized Guests
Authorized Contractor
Expected Visitor
Officer On-Duty
Add Records
Barred Guests
Notes

Expected Visitor

Name	Status	Arrival Date	Arrival Time	Valid Thru

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Main Navigation Screen

ON-GUARD

On-GuardLevel10092113He;p - 2

ON-GUARD
GATE ACCESS SECURITY
CONTROL

Your Community Name Here

10:48:40 AM

Main Navigation Screen
September 22, 2013

User Logged In: Developer

Main Navigation Screen

Exit

Residential Records

Find Other Data

Issue Visitor Pass

Reports

Administrative

**This ends the Tutorial
on issuance of a Visitor
Pass.**

About On-Guard
Level 100+

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