

ON-GUARD

GATE SECURITY CONTROL



Tutorial Series

Add an Expected Visitor

The Welcome Screen

ON-GUARD

The image shows a screenshot of a web browser window displaying the ON-GUARD Welcome Screen. The browser window title is "OGLLevel100V43DEMO - 3". The page has a dark blue header with the "ON-GUARD" logo in a stylized, metallic font. Below the logo, there is a navigation bar with "Home" on the left, "Your Community Name Here" in the center, and "November 12, 2015" on the right. The main content area features a large, blurred background image of a building and palm trees. Overlaid on this background is the text "WELCOME TO ON-GUARD VISITOR GATE ACCESS CONTROL" in a bold, serif font. Below the text is a small, colorful illustration of a gated community with houses and a fence. At the bottom center of the main content area is a light blue button labeled "Continue". A blue callout box with rounded corners is positioned to the left of the "Continue" button, containing the text "Press the Continue button to proceed." with an arrow pointing to the button. The footer of the page contains the text "Licensed To: Your Name Here", "Copyright © 2005-2015 System Design Wizards, Inc. All rights", and "http://onguardgate.com". The browser's address bar shows "100" and "Browse".

OGLevel100V43DEMO - 3

ON-GUARD

Home Your Community Name Here November 12, 2015

WELCOME
TO
ON-GUARD
VISITOR GATE ACCESS CONTROL

Continue

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100 Browse

Press the Continue button to proceed.

The Issue Visitor Pass Screen



You will be taken to this screen automatically

OGLevel100V43DEMO

ON-GUARD

Issue Visitor Pass: **Input** Your Community Name Here November 12, 2015

Resident Details Last Name: **Homeowner**

Main | Phone # | Emergency | Children | Guests | Contractors | Vehicles | Notes | Visitors | Expected Visitor | Events | Owners | Map

Restricted Yes

Street Address: 14600 20 Ave Primary Phone: 305-599-1243 EMail: harryhomeowner@gmail.com Resident Type: **RENTER**

Display Picture	First Name	Last Name	Resident Code	Directions
	Harry	Homeowner	PRIMARY RESIDENT	At stop sign make RIGHT - EVEN # homes on LEFT. ODD # homes on RIGHT.
	Mabel	Homeowner	CO-RESIDENT	

Barred Guests 2

Display Picture	Name	Status
	Jack Ripper	PERMANENT
	Boris Karloff	PERMANENT

Guest Records 3

First Name	Last Name	Status	From	To
Willy	Bonny	PERMANENT		
Paul	Brown	PERMANENT		
Marie	Laraque	PERMANENT		

Contractor Records 1

Company Name	Status	Type	Date From	Date To
Green Thumb	PERMANENT	LAWN SERVICE		

Find Resident | Choose Pass Type | Print Pass | Calendar | Exit

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The Issue Visitor Pass Screen



OGLevel100V43DEMO

ON-GUARD

Issue Visitor Pass: **Input** Your Community Name Here November 12, 2015

Resident Details Last Name: **Homeowner**

Main | Phone # | Emergency | Children | Guests | Contractors | Vehicles | Notes | Visitors | **Expected Visitor** | Events | Owners | Map

Restricted Yes

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Display Picture	First Name	Last Name	Resident Code	Directions
	Harry	Homeowner	PRIMARY RESIDENT	At stop sign make RIGHT - EVEN # homes on LEFT. ODD # homes on RIGHT
	Mabel		ENT	

Barred Guests 2

Display Picture	Name	Status
	Jack Ripper	PER
	Boris Karloff	PER

Guest Records 3

Name	Status	From	To
Donny	PERMANENT		
Town	PERMANENT		
Traque	PERMANENT		

Company Name: Green Thumb PERMANENT LAWN SERVICE

Find Resident | Choose Pass Type | **Print Pass** | Calendar | Exit

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100 | Browse

Please press the Expected Visitor Tab to continue.

The Add Option Records Screen

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The screenshot shows the ON-GUARD software interface. At the top, the title bar reads 'OGLLevel100V43DEMO'. The main header features the 'ON-GUARD' logo, a question mark icon, and the text 'Issue Visitor Pass: Input', 'Your Community Name Here', and 'November 12, 2015'. Below this is a 'Resident Details' section with 'Last Name: Homeowner'. A navigation bar includes tabs for 'Main', 'Phone #', 'Emergency', 'Children', 'Guests', 'Contractors', 'Vehicles', 'Notes', 'Visitors', 'Expected Visitor', 'Events', 'Owners', and 'Map'. The 'Expected Visitor' tab is active, showing a count of '0' and a table with columns: 'Name', 'Status', 'Arrival Date', 'Arrival Time', and 'Valid Thru'. A blue callout box with the text 'Press the Expected Visitor button' points to the 'Expected Visitors' button. The bottom navigation bar contains buttons for 'Find Resident', 'Choose Pass Type', 'Print Pass', 'Calendar', and 'Exit'. The footer includes 'Licensed To: Your Name Here', 'Copyright © 2005-2015 System Design Wizards, Inc. All rights reserved.', and 'http://onguardgate.com'.

The Add Option Records Screen

ON-GUARD

The screenshot displays the ON-GUARD software interface. A large grey box in the center contains the text "NO RECORD PRESENT". A system message dialog box is open, asking: "There does not appear to be a record present, do you wish to add a record? If you do not wish to add a record the window will close." with "No" and "Yes" buttons. A blue callout bubble points to the "Yes" button with the text: "Press the Yes button to add a Note or no to close the screen." The background interface shows a header with "ON-GUARD", a date "November 12, 2015", and a "Last Name: Homeowner" field. Below this is a table with columns "Visitors", "Expected Visito", "al Time", and "Valid Thru". At the bottom, there is a navigation bar with buttons for "Find Resident", "Choose Pass Type", "Print Pass", "Calendar", and "Exit".

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ON-GUARD

System Message

There does not appear to be a record present, do you wish to add a record? If you do not wish to add a record the window will close.

No Yes

NO RECORD PRESENT

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100 Browse

100 Browse

Find Resident Choose Pass Type Print Pass Calendar Exit

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100 Browse

Press the Yes button to add a Note or no to close the screen.

The Expected Visitor Input Screen

ON-GUARD

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ON-GUARD Expected Visitor: **Input**

ACTIONS

New
Delete
Show All

← →

Close

Expected Visitor

ID#

Account #

Street Address

Full Name

Title

Arrival Date Arrival Time Valid Thru

Today's Date

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Add the Expected Visitor name, Title, Arrival Date, Arrival Time, and Valid Thru fields.

The Expected Visitor Input Screen

ON-GUARD

OGLLevel100V43DEMO - 3

ON-GUARD Expected Visitor: **Input**

ACTIONS

- New
- Delete
- Show All

Expected Visitor

ID#

Account #

Street Address

Full Name

Title

Arrival Date Arrival Time Valid Thru

Today's Date

Close

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After you enter the Expected Visitor information, press the Close Window button.

The Issue Visitor Pass Screen

ON-GUARD

Pressing Main, you will return to this screen.

OGLevel100V43DEMO

ON-GUARD

Issue Visitor Pass: **Input** Your Community Name Here November 12, 2015

Resident Details Last Name: **Homeowner**

Main | Phone # | Emergency | Children | Guests | Contractors | Vehicles | Notes | Visitors | Expected Visitor | Events | Owners | Map

Restricted Yes

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Barred Guests 2

Display Picture	Name	Status
	Jack Ripper	PERMANENT
	Boris Karloff	PERMANENT

Guest Records 3

First Name	Last Name	Status	From	To
Willy	Bonny	PERMANENT		
Paul	Brown	PERMANENT		
Marie	Laraque	PERMANENT		

Contractor Records 1

Company Name	Status	Type	Date From	Date To
Green Thumb	PERMANENT	LAWN SERVICE		

Find Resident | Choose Pass Type | Print Pass | Calendar | Exit

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The Issue Visitor Pass Screen



Note the addition of the Expected Visitor Data

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ON-GUARD ?

Issue Visitor Pass: **Input** Your Community Name Here November 12, 2015

Resident Details Last Name: **Homeowner**

Main Phone # Emergency Children Guests Contractors Vehicles Notes Visitors **Expected Visitor** Events Owners Map

Expected Visitor Expected Visitors

Name	Status	Arrival Date	Arrival Time	Valid Thru
Lynn Smith	Visitor	11/12/2015	2:00 PM	11/12/2015

Find Resident Choose Pass Type Print Pass Calendar Exit

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The Issue Visitor Pass Screen

ON-GUARD

OGLevel100V43DEMO

ON-GUARD ?

Issue Visitor Pass: **Input** Your Community Name Here November 12, 2015

Resident Details Last Name: **Homeowner**

Main Phone # Emergency Children Expected Visitor Events Owners Map

Restricted **Yes** Street A 14600 20
E-Mail homeowner@gmail.com Resident Type **RENTER**

Display Picture First Name Code Directions
At stop sign make RIGHT
- EVEN # homes on
LEFT. ODD # homes on
RIGHT

Barred Guests
Display Picture Name
Jack Ripper
Boris Karloff

Guest Records **3**
Last Name Status From To
Bonny PERMANENT
Brown PERMANENT
Laraque PERMANENT

Contractor Records **1**
Company Name Status Type Date From Date To
Green Thumb PERMANENT LAWN SERVICE

Find Resident Choose Pass Type Print Pass Calendar Exit

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GATE SECURITY CONTROL



Tutorial Series

Thanks for Watching!