ON-GUARD

GATE SECURITY CONTROL

V5.1

Tutorial Series

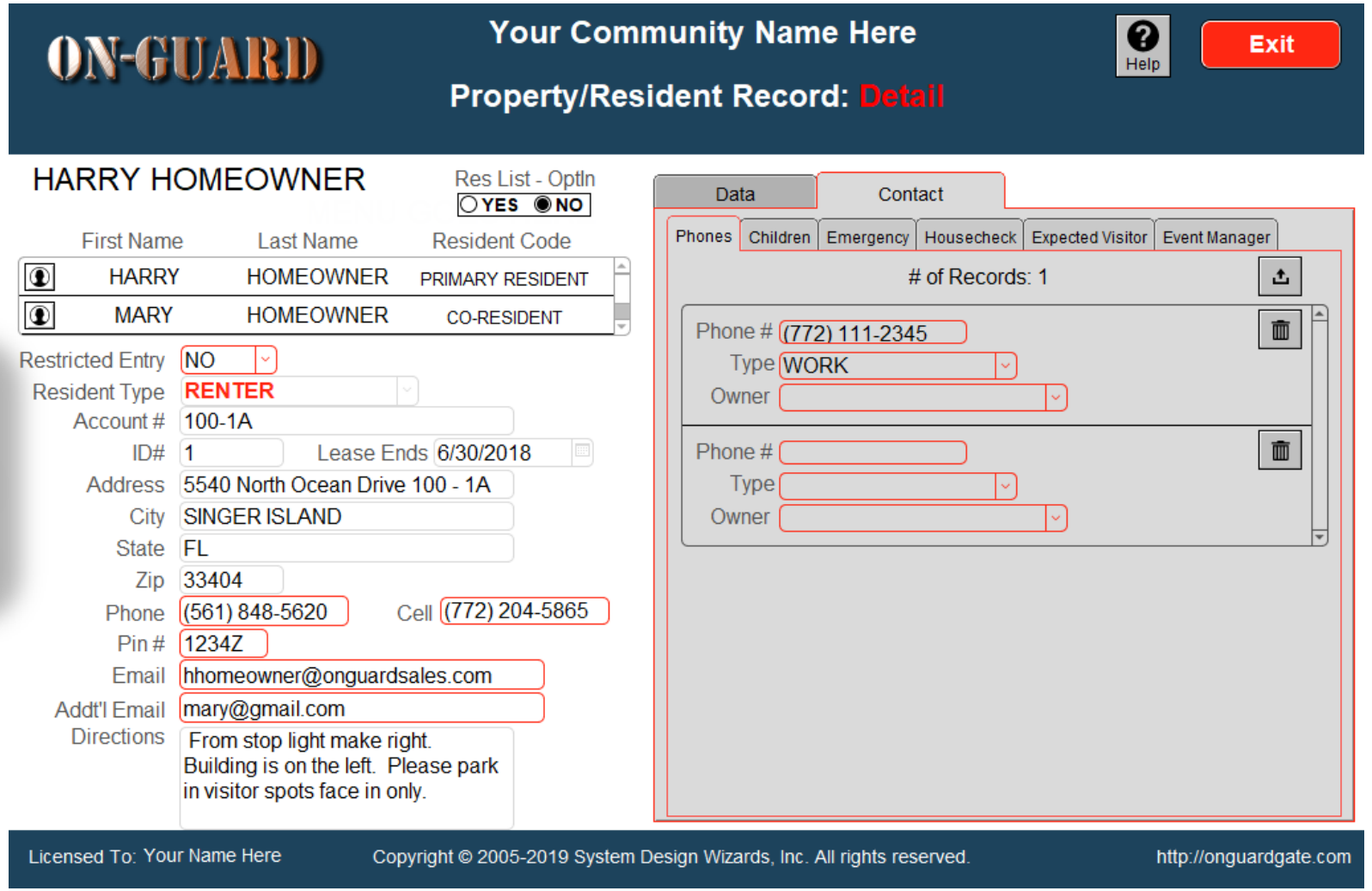
Resident Main Screen Familiarization for On-Guard

Main Resident Screen

Main Resident Screen

Main Resident Screen

Take a careful look at the Main Resident Screen.



Main Resident Screen

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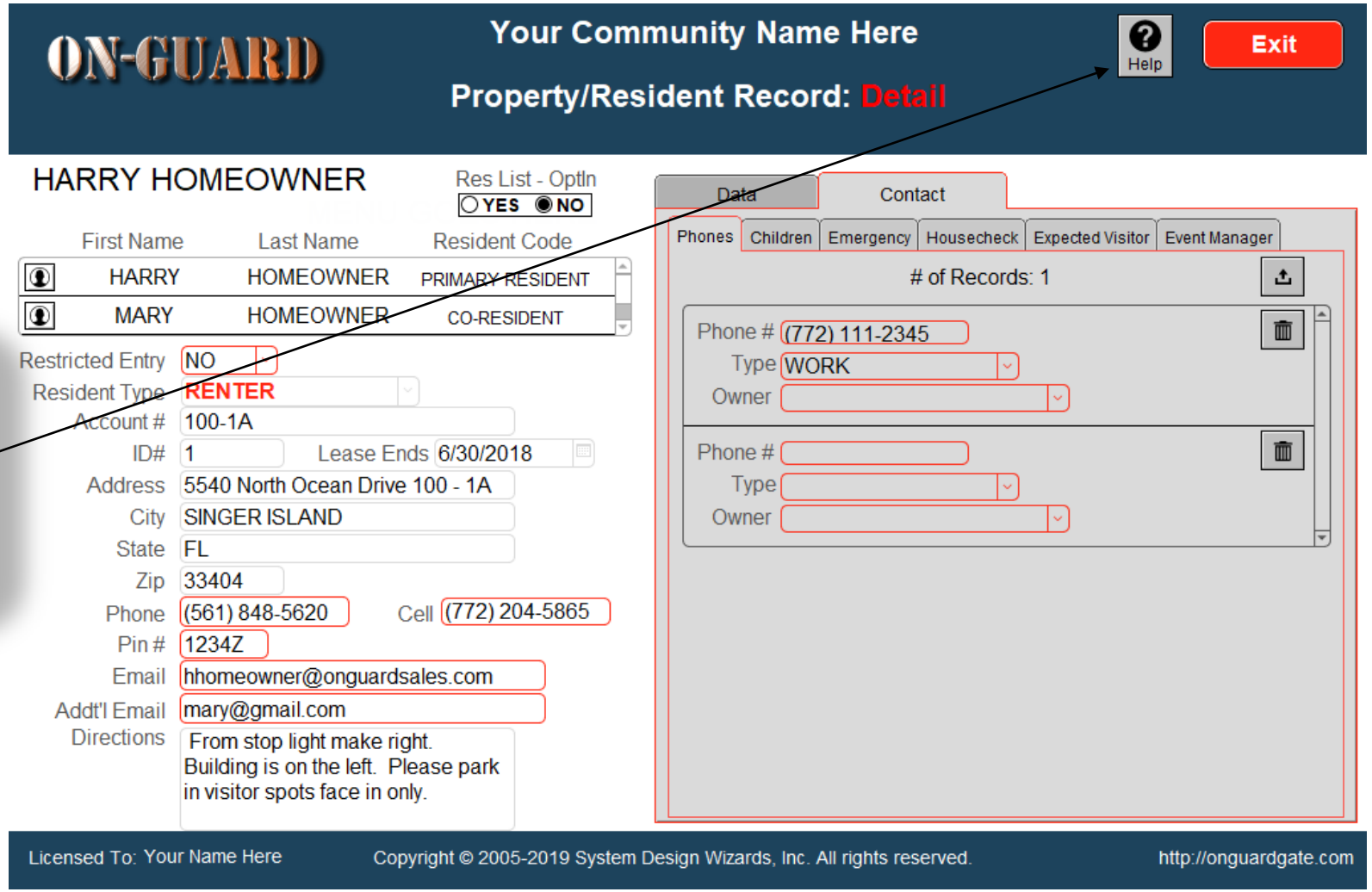
There is a Help buttons to assist you.



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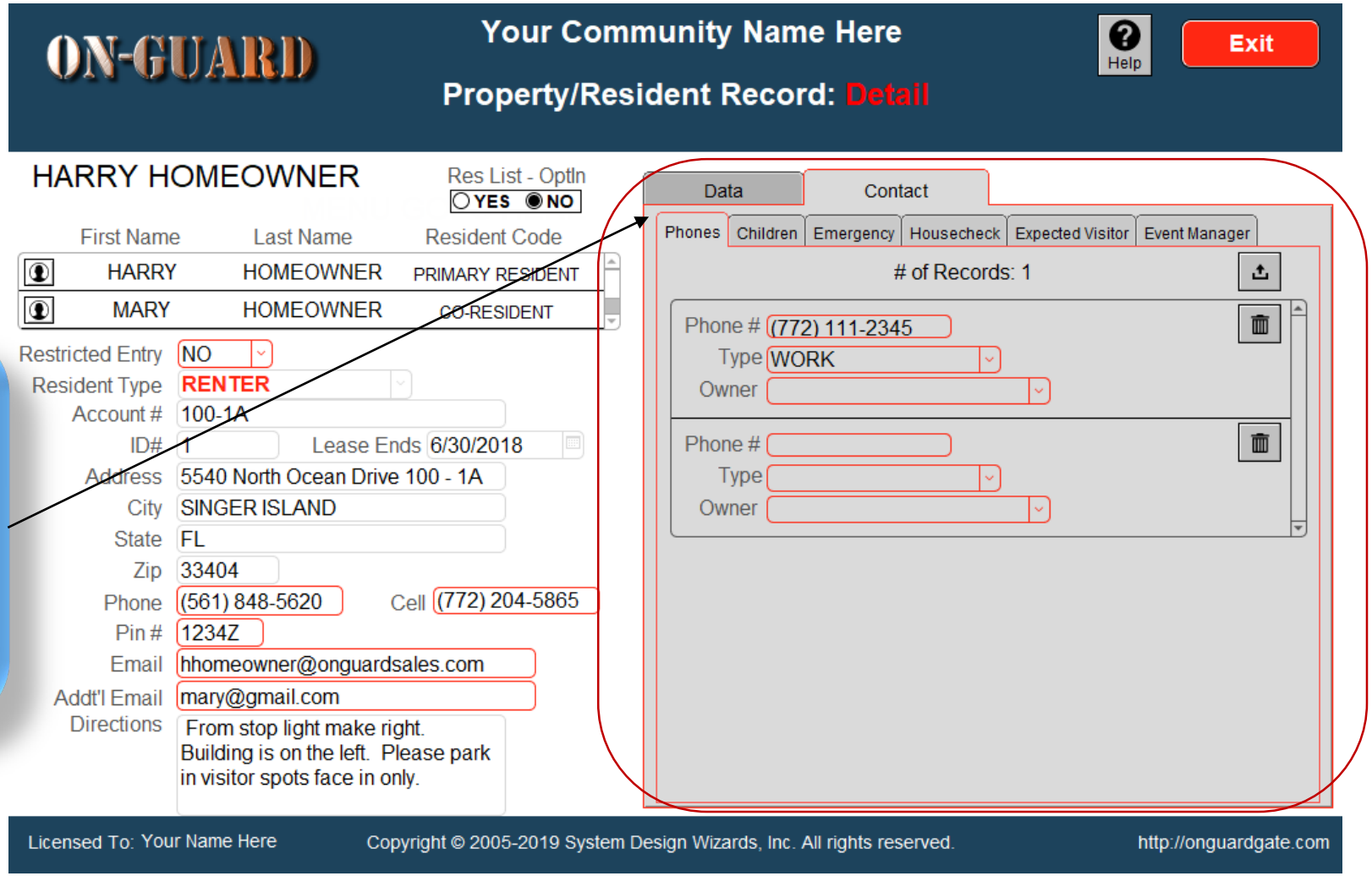
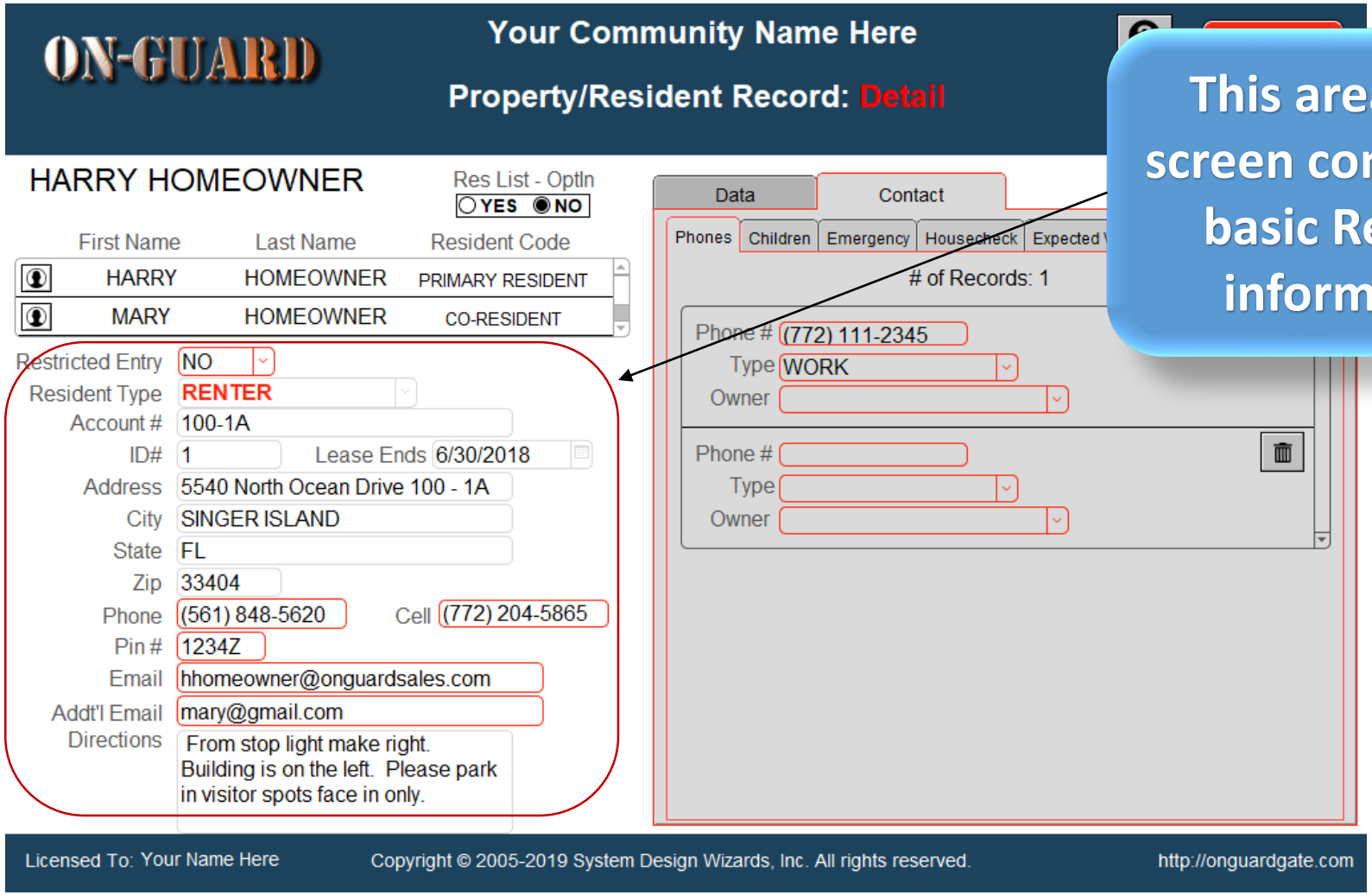


These tabs contain additional editable information

Main Resident Screen



This area of the screen contains the basic Resident information.

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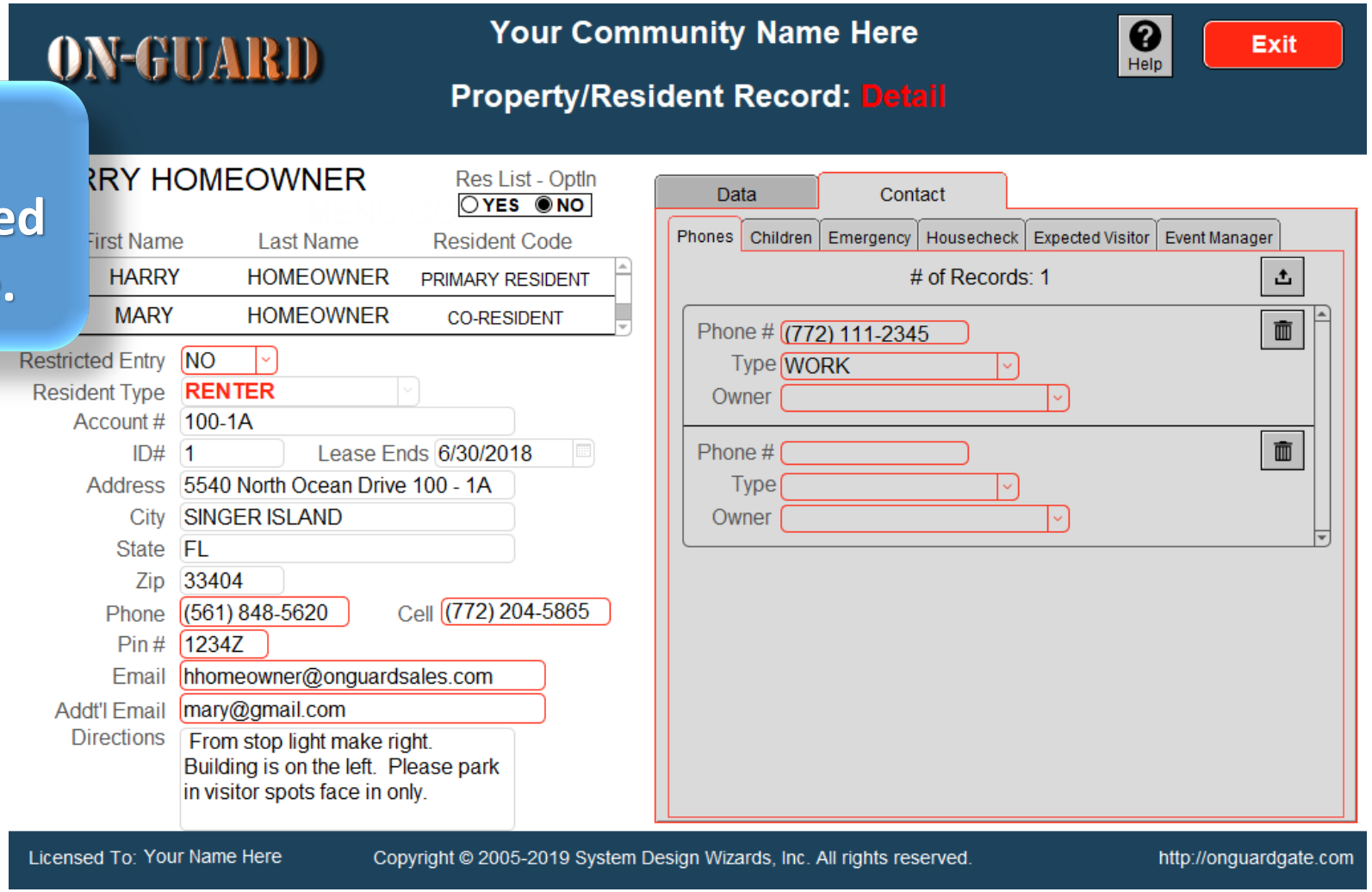
The areas outlined in Red are editable.



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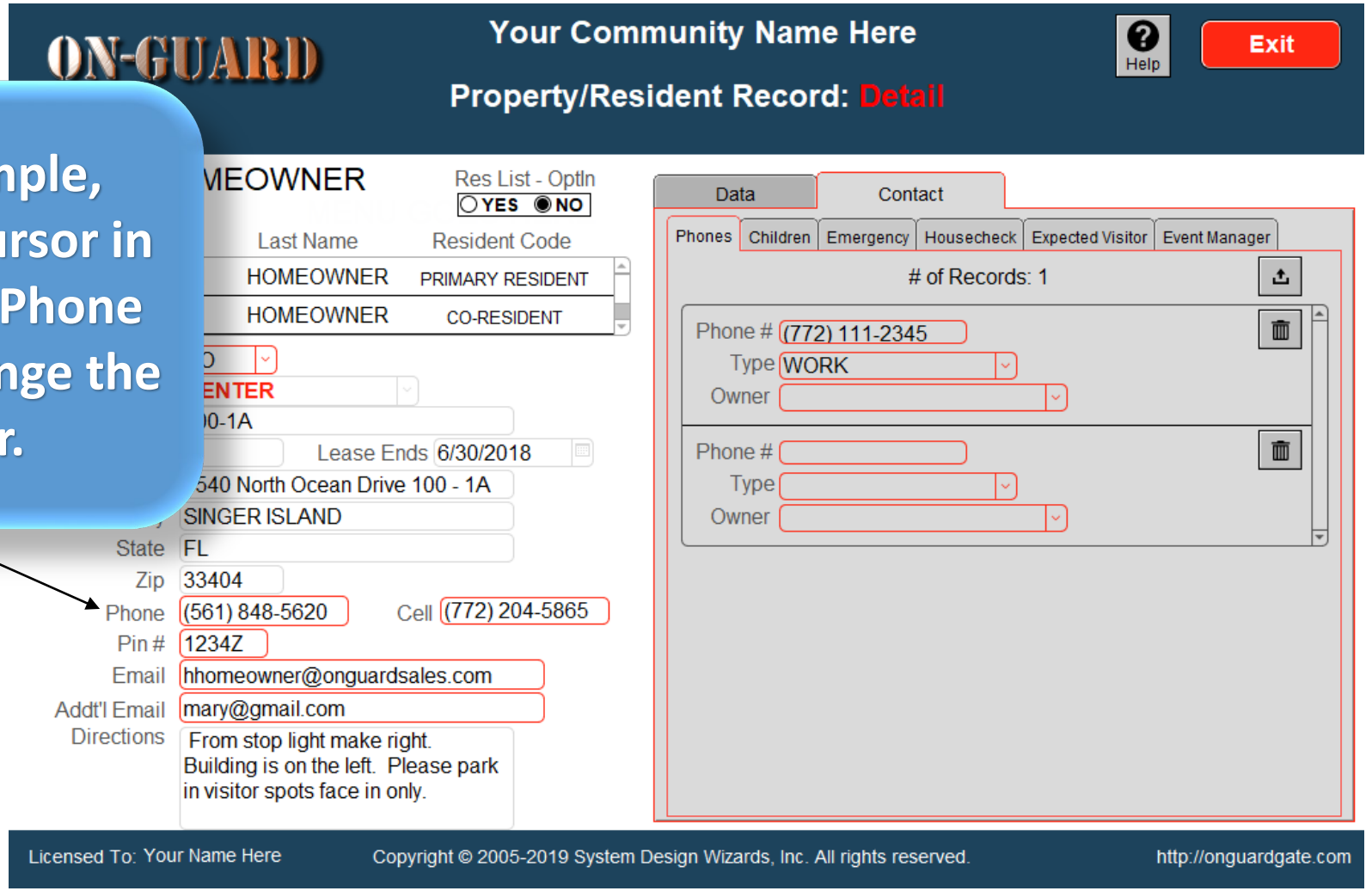
As an example, place your cursor in the Primary Phone field and change the number.



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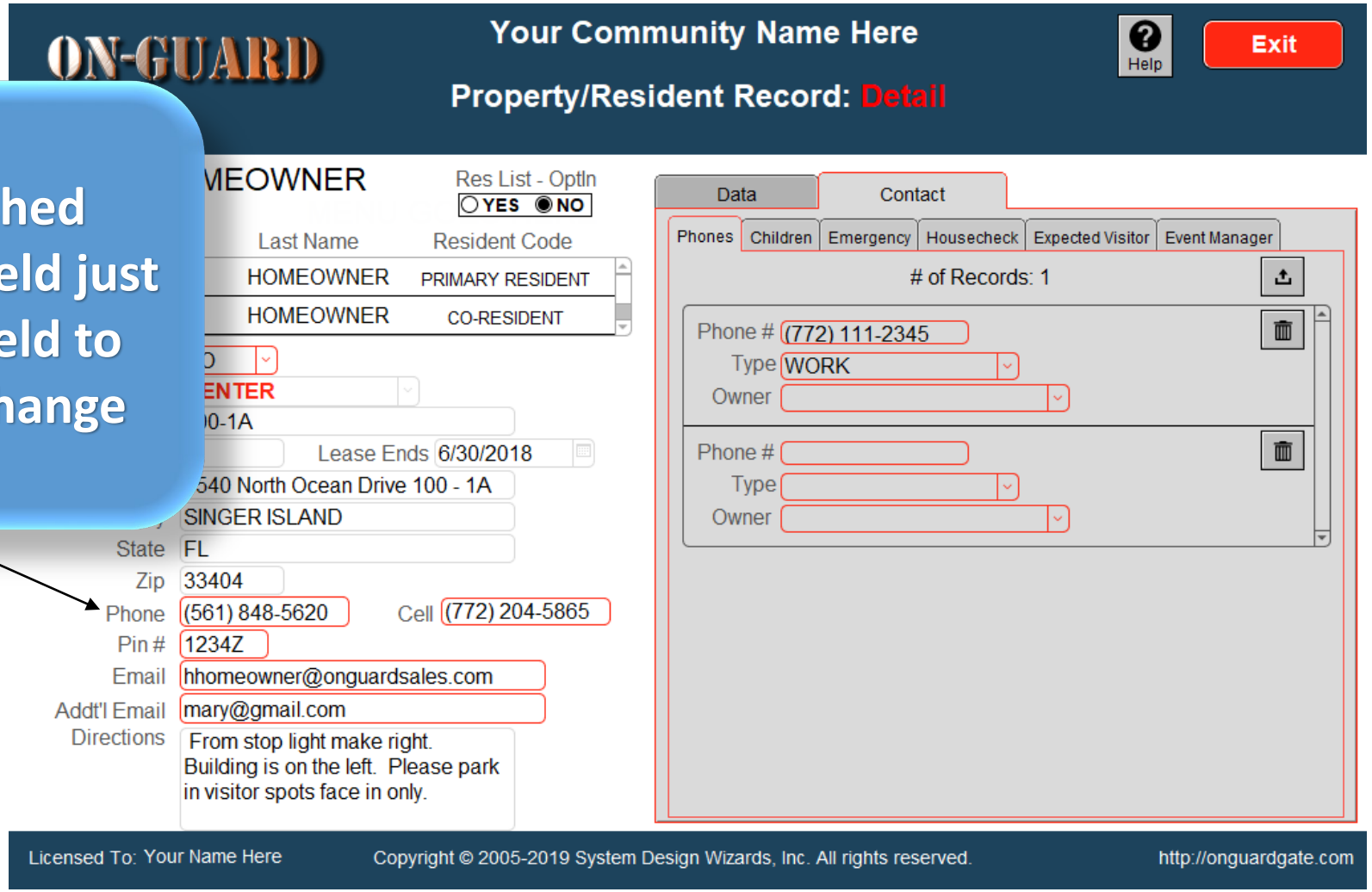
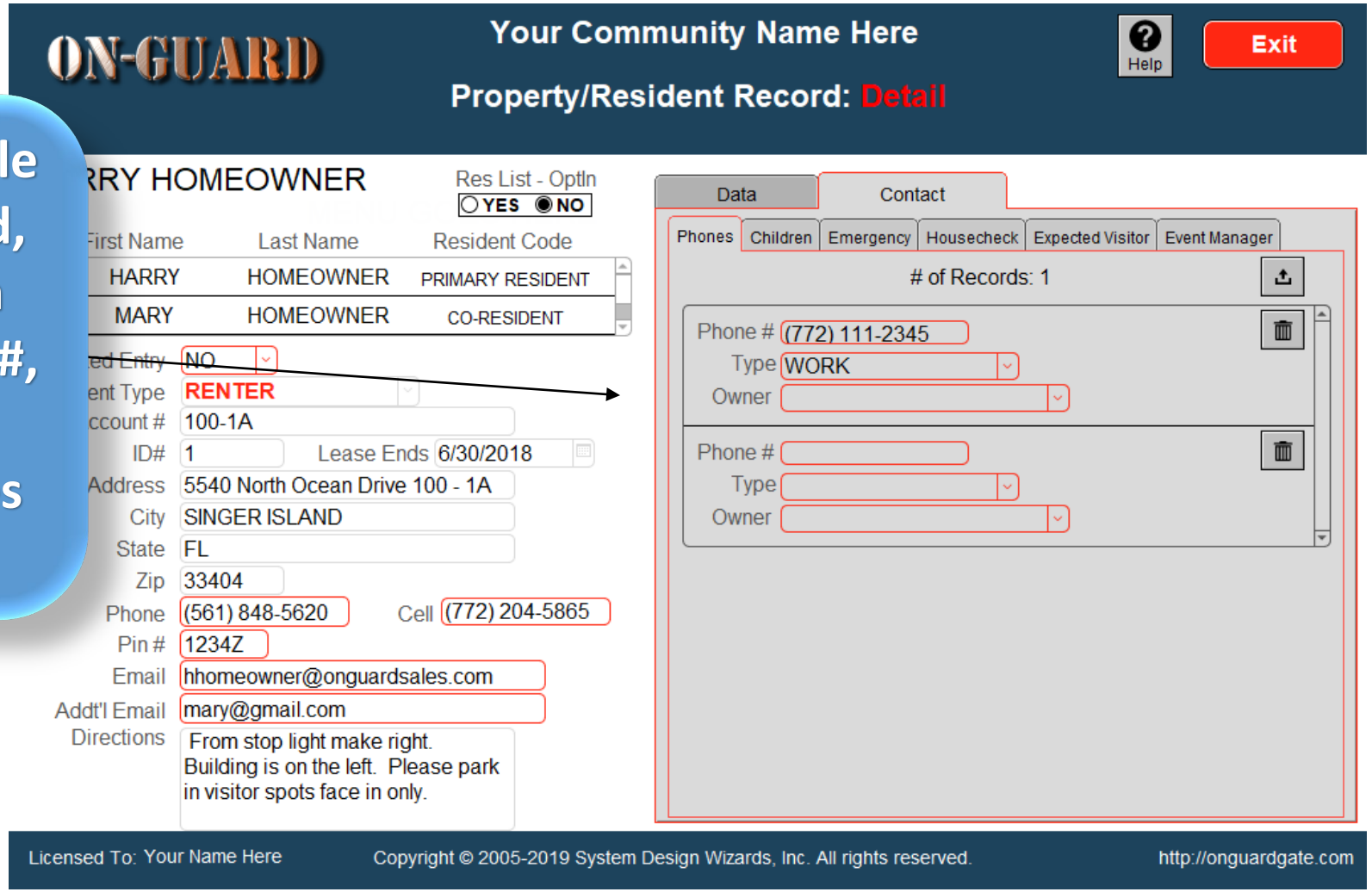
Once finished editing the field just leave the field to save your change



Main Resident Screen

Also, as an example if you wish to Add, Edit or Delete an Additional Phone #, Please press the Additional Phones Button.



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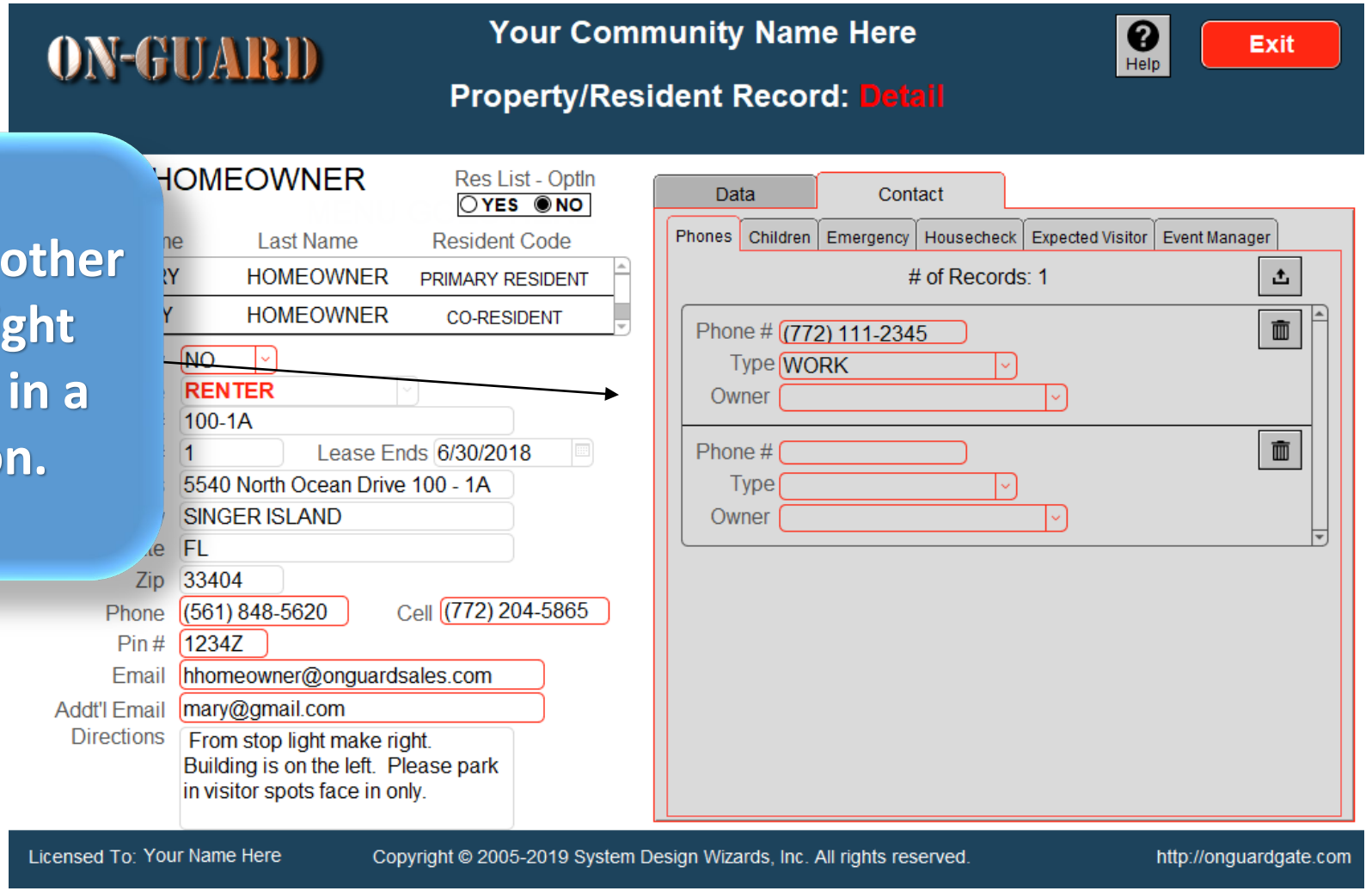
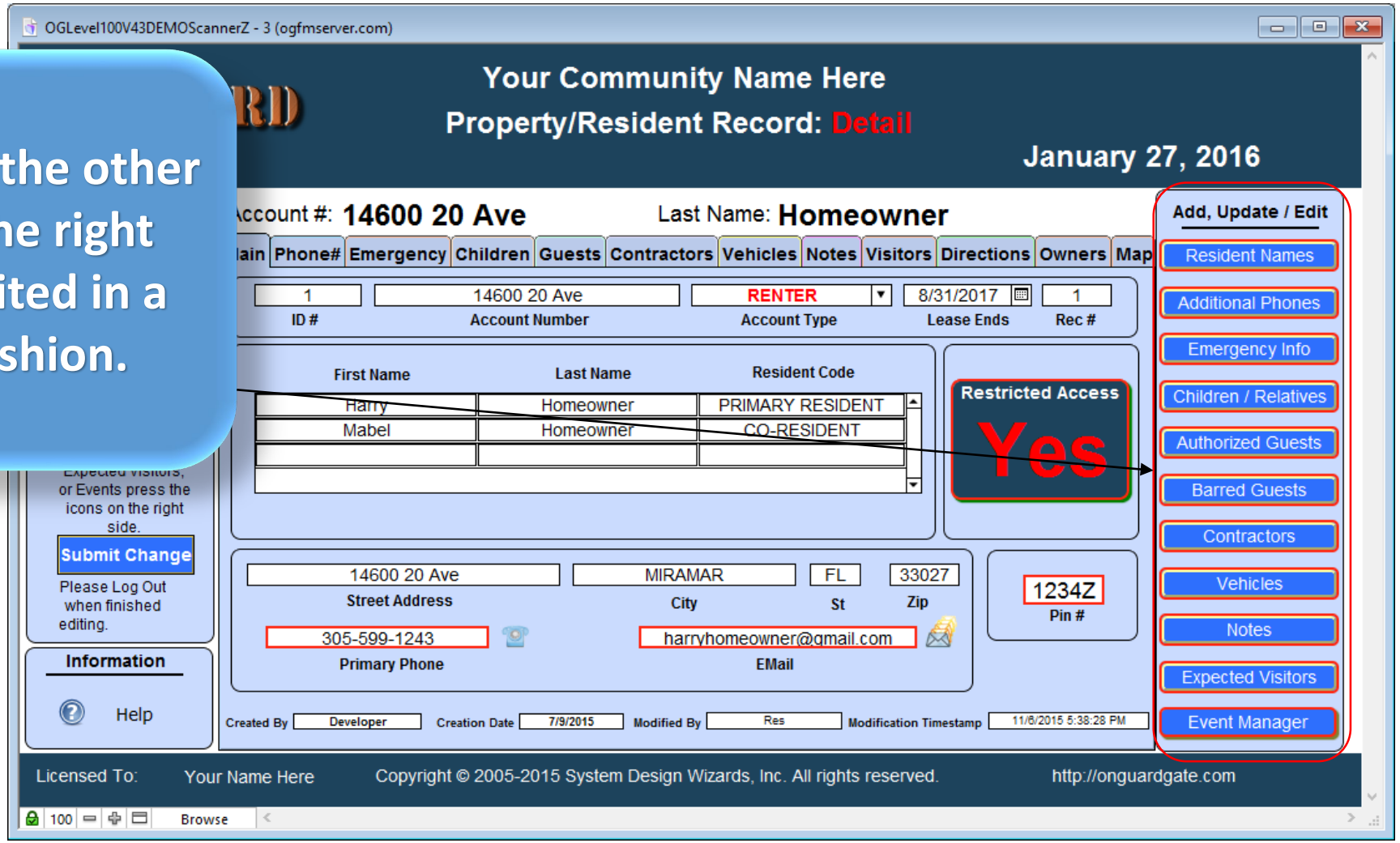
Similarly, all the other areas on the right side are edited in a similar fashion.



Main Resident Screen

Similarly, all the other areas on the right side are edited in a similar fashion.



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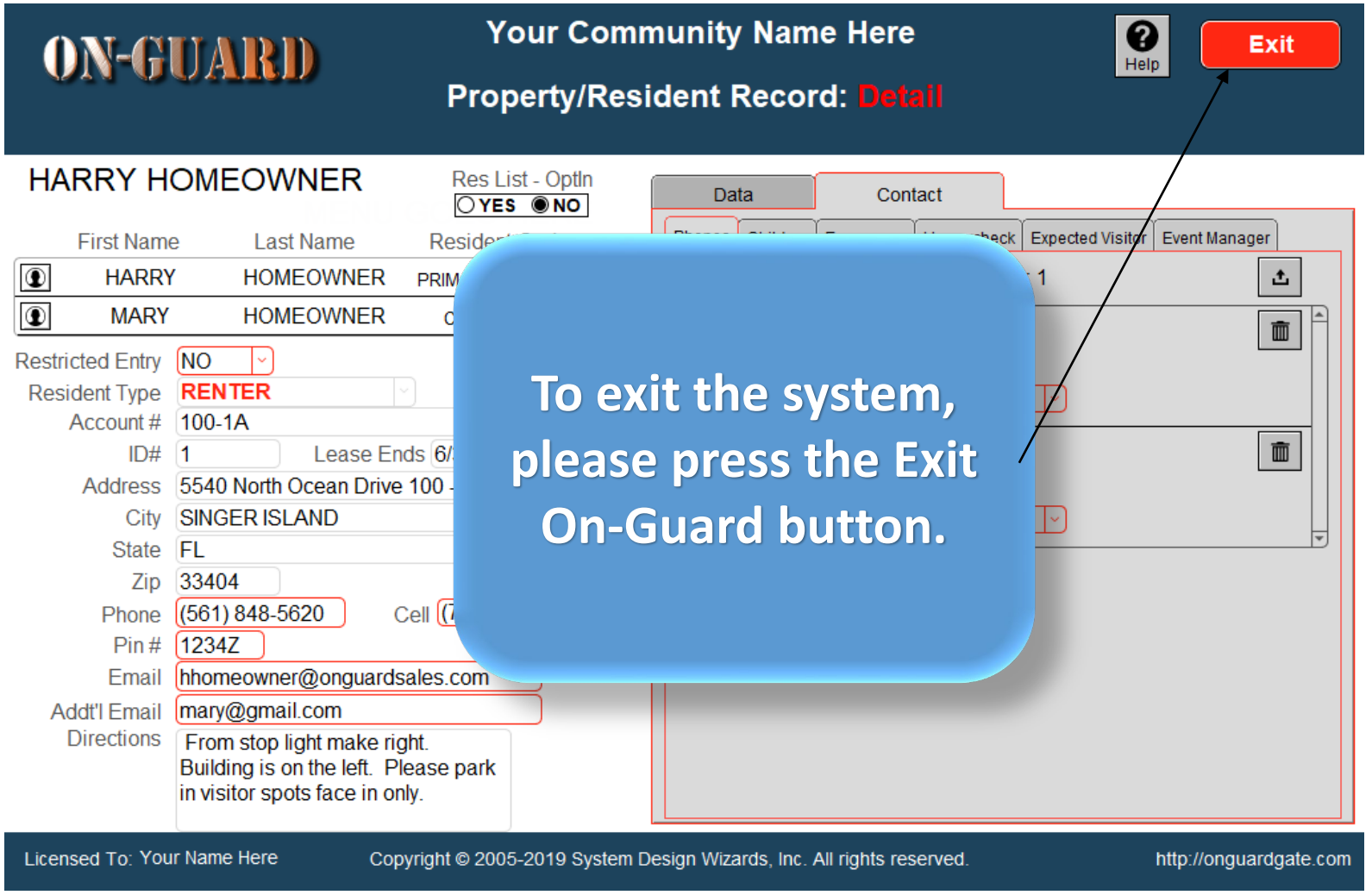

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