3.2 User Field and Equipment List Definitions

This section allows the user to select to choose to use the local or global database settings for the user and equipment lists. This feature is only necessary if the facility has several locations using Visitor Watch™ sharing one centralized database. To override the centralized database settings click the Use Local Settings check box. This will cause the Additional Info section of the user interface to be come visible and change the standard equipment list to a custom list. These are defined in the fielddefs.ini file found in the Visitor Watch™ directory. The fielddefs file is preconfigured with our government version fields as an example. Selecting this option will also override the user field definitions and gate designation entries.

To upload the locally customized User and Equipment Lists to the centralized database click the Upload local settings to global db button. This will set all locations to customized User and Equipment list settings. To clear any customized User and Equipment list settings from the centralized database click the Clear global db button. This will set the centralized database back to factory defaults.

3.3 Manual Visitor Arrival / Departure Logging from Visitor List

To enable manual logging of visits from the visitor list click the Manual Visitor / Departure logging from visitor list check box. Please refer to section 5.2 of the User Guide for details on how to use this feature.

3.4 Viewing Photos and Signatures from Visitor List

To enable quick viewing of a visitor's photo and signature that are stored in the database from the visitor list click the Automatic Pop Up of Photo and /or Automatic Pop Up of Signature.

3.5 Setting the Visitor Tile List

To set the prefix list for visitor names (i.e. Mr. Mrs.) click the Set Visitor Title List. This will fill the Title / Salutation drop down box on the look up visitor record screen with all the prefix titles.

3.6 The Gate Designator List

The Gate Designator Field Drop Down List section allows the user to create a list of uniquely identifiable locations. It will also allow the selection of an existing gate designation. This is particularly useful if this is a multi campus facility or there are multiple locations at a facility. To add a location click the Add button, a blank line will appear. Click on the blank line and type the name for the location then click the Save button. This will be added to the locations drop down list on Visitor Watch™ Main Screen Gate designator field and the Filter Range dialog box gate field.

To delete a location from the list click on a location to highlight it and then click the Delete button.

To set a default location for all new appointments created on a particular machine click on a location to highlight it and then click the Default button.

To set the appointment list filter click the arrow on the drop down box in the Set appointment list to filter by section and select a filter condition choice.

The filtering by Gate Designator can also be changed to filter by Building No or Location instead of the Gate Designator Field. To do so type the tag <GATEDES> in the Value column of the User Field Definitions section on either the Building No or Location lines.

3.7 The Find Record Button Function

The Find Record Button Function feature allows the user to change the text that the Find Visit button displays to a user defined text label. This text label can only have a maximum of 12 characters. Also the option to use version 5.xx style record search is available.

3.8 The Set Up Image Directories Button Function

This feature is used for Oracle installations only. Enter the path where the image files directories are to be created and click the Save Image File Path button then click the Create Directories button. This will need to be done only once.

Note the shared directory must already exist before the image directories can be created.

To save the path so that Visitor Watch™ will use this as the default for all photo saves and recalls click the Save Image File Path button. This directory will have to be entered and saved on all machines. Visitor Watch™ will have to be restarted for the changes to take effect.