

# Front Desk Assistant



## At a Glance

- Automates visitor management from check-in to check-out
- Transforms the visitor experience – intuitive, easy-to-use interface
- Speeds up check-in/out with NEC facial recognition for returning visitors
- Generates customized visitor badges with company logo
- Notifies employees when their guests have arrived
- Creates detailed visitor reports that includes pictures
- Includes a customizable Non-Disclosure Agreement (NDA) screen with signature pad for companies that require confidentiality of its visitors
- Improves receptionist's efficiency
- Available from Google Play® for Android tablets

## Overview

In today's security conscious environment, most businesses will track and monitor visitors and even keep a record of their time spent on the premises. The majority of this is now done manually on paper sign-in/out logs and visitors are usually provided with a generic "Visitor" badge to identify themselves as such while on campus. Wouldn't it be great if all of this was automated and your receptionist could get rid of those paper sign-in logs and visitors could wear personalized badges? With NEC's Front Desk Assistant application for Android™-based tablets – you can!

NEC re-invented the office phone by integrating the traditional desktop telephone and tablet into one innovative, feature-packed device – the UT880. Now, with the Front Desk Assistant, this application takes the UT880 to a whole new level. It integrates NEC's market-leading facial recognition technology with Unified Communications for a streamlined visitor check-in/out workflow process. It automates visitor management from check-in to check-out.

## Solution

### Transform Visitor Experience

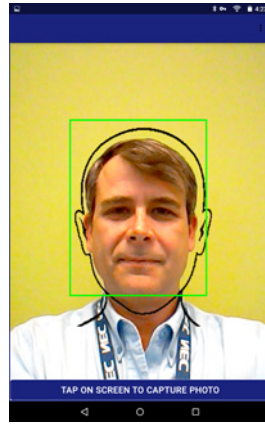
NEC's Front Desk Assistant application on the UT880 transforms your visitor's experience. With this application and phone at your receptionist desk, a visitor simply walks up to it and the application guides them through the process of checking-in step by step. This complete solution includes the Front Desk Assistant application software that you can customize with your logo, integrated facial recognition software that streamlines the process and enhances security, a UT880 Desktop Telephone, and a badge printer.

When the visitor engages the Front Desk Assistant, here are some of the steps and easy to use screens they will go through to check-in:

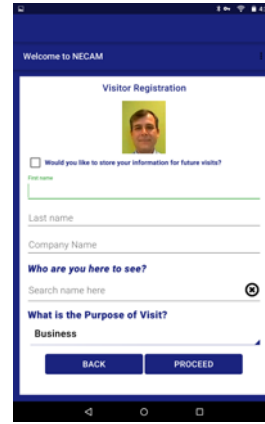




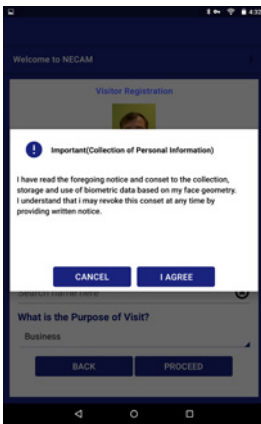
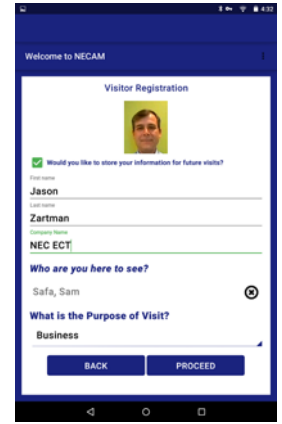
To get started, visitor simply selects the Check-In button on the touch screen.



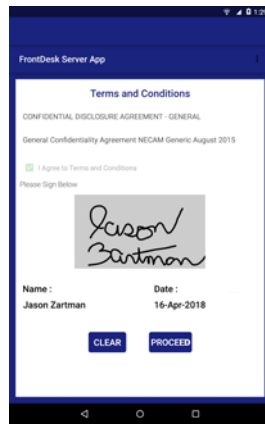
Picture is taken of visitor & it is checked against existing facial recognition database.



If match found, info auto-populates. If not, visitor enters their information including who they have come to see and purpose of their visit.



To ensure a visitor agrees to have their biometric data stored, they are asked for their consent.



If a non-disclosure agreement (NDA) is required of a visitor, an optional customizable NDA screen is available.



To finish check-in, a visitor simply reviews badge on screen for accuracy and prints. An email is automatically sent to the person they are visiting to notify them that their guest has arrived.



When the visitor has finished with their meetings for the day, they simply stop by the receptionist desk on their way out, hand in their badge, pull up their profile by typing in their name and select the check-out button. The application automatically records their check-in and out times.

## Visitor Logs and Reports

The Front Desk Assistant records all visitor entries and lets you easily download a detailed report in Excel. You are able to keep a history of all visitors that even includes their picture.

Device	Guest Name	Employee Name	Location	E-Mail	Phone No	Purpose	SMS Status	Email Status	CheckInDate	CheckOutDate	Photo	NDA
02:00:00 0:00:00 UT880	Aparna Shah	Marikumar Paul	Lincolnshire	aparva.shah@nec.com	687	Business	Pending	Success	11/01/2017 14:40:31	12/12/2017 10:30:26		<input type="checkbox"/>
02:00:00 0:00:00 UT880	Hideyuki Hiyata	Marikumar Paul	Tokyo, Japan	hideyuki.hiyata@nec.com	8476503903	Business	Pending	Success	11/01/2017 14:59:43	12/12/2017 12:50:26		<input type="checkbox"/>
02:00:00 0:00:00 UT880	Seichiro Araki	Marikumar Paul	Japan	s-araki@nec.com	815033817 603	Business	Pending	Success	11/01/2017 15:03:08	11/01/2017 15:03:08		<input type="checkbox"/>

**Streamline your visitor's experience today with NEC's Front Desk Assistant!**

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[necam.com](http://necam.com)

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