



VISITOR KIOSK

Interactive Visitor inductions

Information Booklet

Visitor Inductions



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VISITOR INDUCTION

Overview

The Pertrain visitor induction system provides a consistent and efficient means of addressing the obligation that a site has to inform visitors of safety obligations and responsibilities while on site.

The application can be run on a standalone touch-screen kiosk, tablet or desktop computer.

The induction content is fully customised to suit your needs and is developed to reference your:

- company policies
- site and emergency procedures
- safety information
- specific PPE requirements
- area hazards.

The induction can incorporate video, animations, photographs, 3D modelling, cartoons and voice over.

The system can include additional inductions on the one kiosk/computer, for example:

- delivery driver induction
- area specific induction such as underground or mill.

The system stores visitor details and can generate various reports.



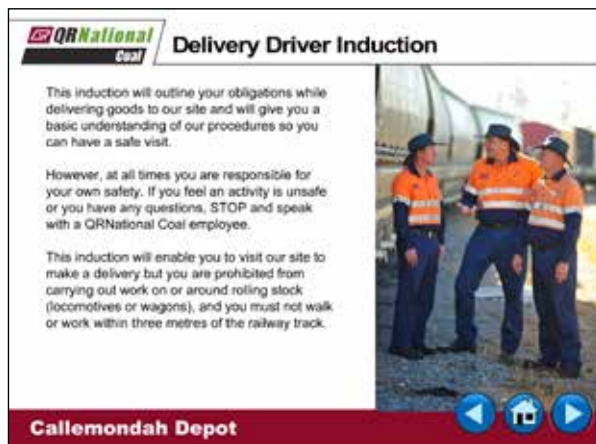
Benefits

- Consistent message delivered to visitors
- Portrays a professional company image
- No need to decipher hand writing on sign in books
- Provide automated reports on people who have not signed out.

How it Works

Step One

Each visitor is presented with the Log In Screen. This screen directs them to choose the appropriate induction. First time users are required to read the safety information. Second time users can proceed directly to the Sign In Screen. (Visitor details are verified by the back-end database to ensure that they have completed the induction within the last six months.)



Step Two

The visitor completes a series of multiple-choice questions to verify that they understand the critical aspects of safety and their responsibilities.

The application takes the visitor back to review information when a question is answered incorrectly.



Step Three

On successful completion of the assessment, the Sign In screen appears, allowing the visitor to enter details, including:

- name
- company
- emergency contact number
- who they are visiting.

The visitor is given a uniquely numbered visitor tag to wear while on site. The number is recorded against the visitor's details.



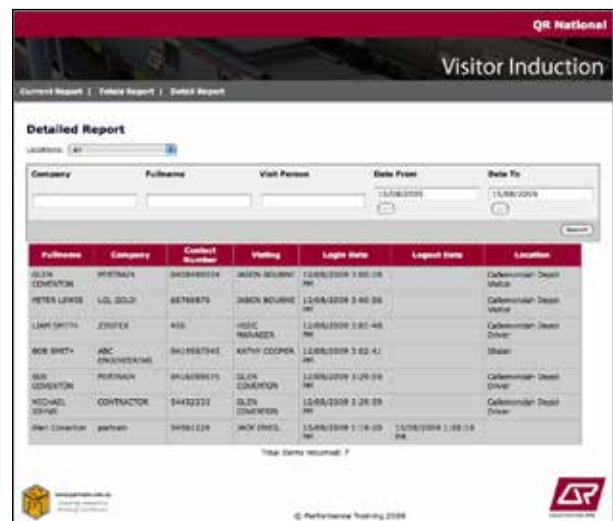
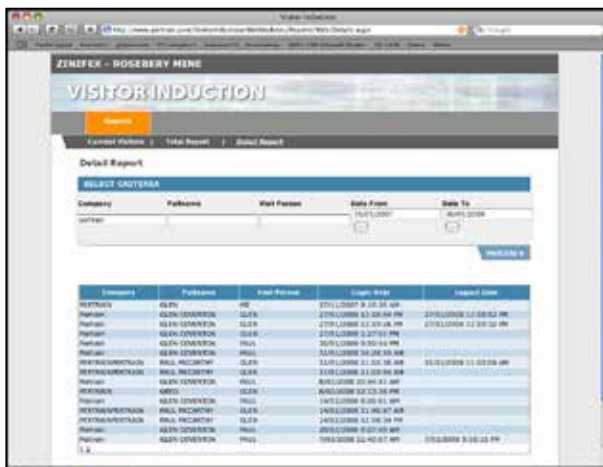
Step Four

On completion of the visit, the visitor logs off using the card number.

Records and Reports

Visitor details, along with the date and time, are stored on a central database that can be accessed by authorised site personal on a web/intranet site. This web site can produce reports including:

- visitors currently on site
- visitor entry and exit times
- site personnel who were visited
- visitor's emergency contact number
- number of visitors over a given period
- who has visited within a given time frame, by company or visitor name
- number of times a particular person has been to site.



Technical Information

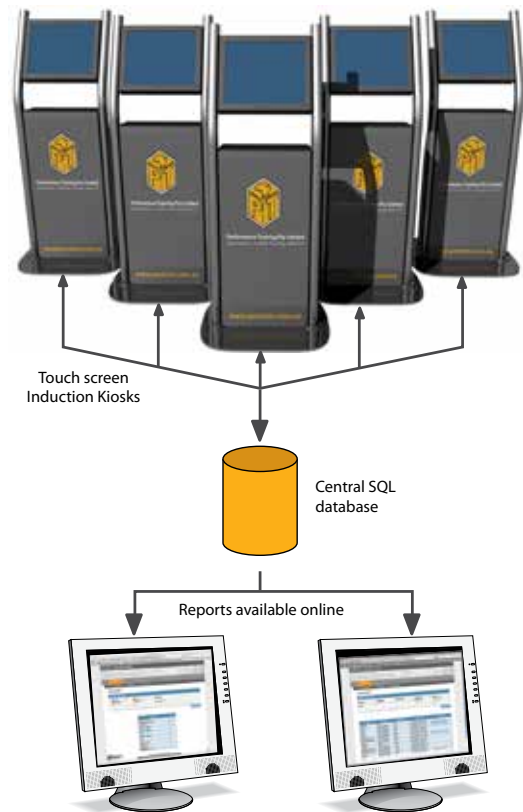
The induction is a self-running (.exe) Flash-based application that includes the visitor induction content, assessment tool and login screens.

The visitor induction application connects to a central database that in-turn records the information provided by the visitor.

An central website is used to produce the reports.

The advantage of using the one database is that reports can be produced for all of the company's sites.

Pertrain can host the visitor induction database and content on the internet, meaning the information is central and available to many locations.



Delivery Methods

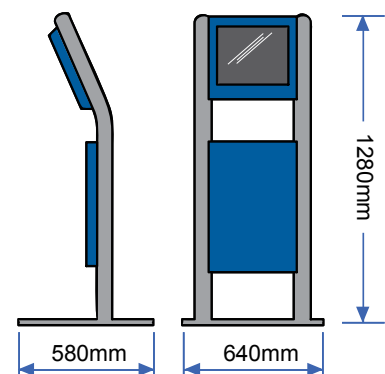
The visitor induction can be delivered online, or from a standard computer. However for best results a touchscreen unit is used to provide security and ease of use.

Stand-up Kiosk Unit

The kiosk is designed to present your company's corporate image to the site visitor. It will fit seamlessly into virtually any environment and remain strong and secure in its deployed environment. For permanent installations, the kiosk can be bolted to the floor for added stability and security with the power and data cords directed through the base.

The kiosk contains the latest industrial PC and an open frame industrial LCD panel fitted to a high quality touch solution. This is an extremely versatile, comprehensive all-round solution.

Optional extras can be fitted to the kiosk or computer to streamline the induction process even further, including sticker printers, magnetic/proximity card readers and bar code scanners.



Desktop Touchscreen Unit

The J2 630 TF Integrated Touchscreen Computer is ideal for offices that are short on space or already have a reception area that a terminal can be placed on the desk.

With an external bar code scanner and tough touch screen technology the unit is strong and easy to use.

With three Year Warranty and a 2 week delivery time this is a very attractive option.

This unit can also be wall or pole mounted and comes with 5 USB ports that can support card printers, bar code scanners or web cams.



Touchscreen Tablet Delivery

If you need portability, the visitor induction can be shown on a MS Windows based tablet. There are many suitable tablets on the market.

The tablet does require internet access via a wireless network.





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