



LBB 3578

Attendance Registration and Access Control

- Registration using chip-card with or without PIN-code, or present key
- Access control facilities
- All data instantly available to operator
- Print facility to reproduce data in several formats
- On-screen help facility

The functionality of Attendance Registration falls in to two categories:

Registration: you can specify entrance requirements that conference participants have to meet before entering the conference room. This normally means participants have to insert an chip card in an chip-card reader, either at the entrance to the conference venue or at the contribution unit. Registration at a contribution unit can also be by means of pressing the 'Present' key. You can display lists on-screen of all 'present' and 'absent' participants, and print hard copies of these lists. There is also a window which can be permanently displayed on-screen that gives an overview of all participants who have registered their presence or absence.

Access: the settings specified for registration can also be used for access purposes. This means that although participants can enter the conference venue, they cannot use any of the contribution unit facilities (such as microphone, voting, intercom) without first satisfying access requirements. Access is also controlled by means of chip cards, with or without PIN code. There is also an option whereby participants register their presence at the entrance using an chip-card reader, and a specific contribution unit is then made available for them. You can also control where participants sit by specifying whether they can occupy any seat or a particular, pre-defined one.

