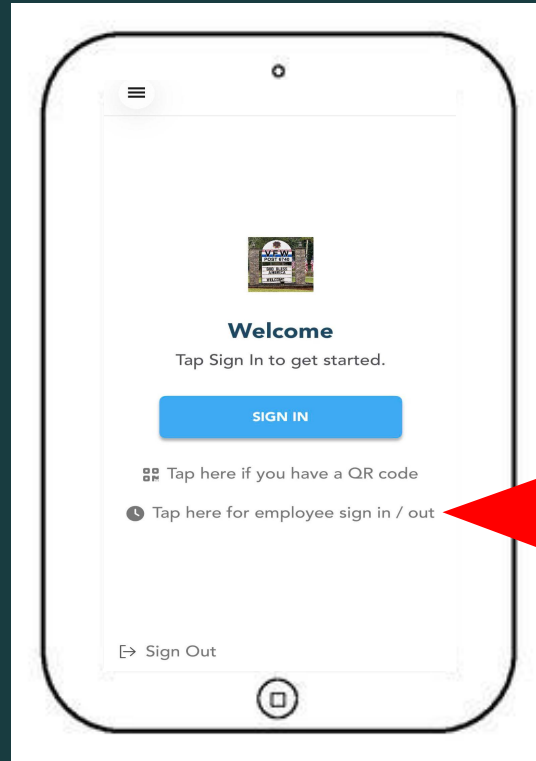


Lake Murray VFW Post 6740

Digital Sign-In *vs. Paper*

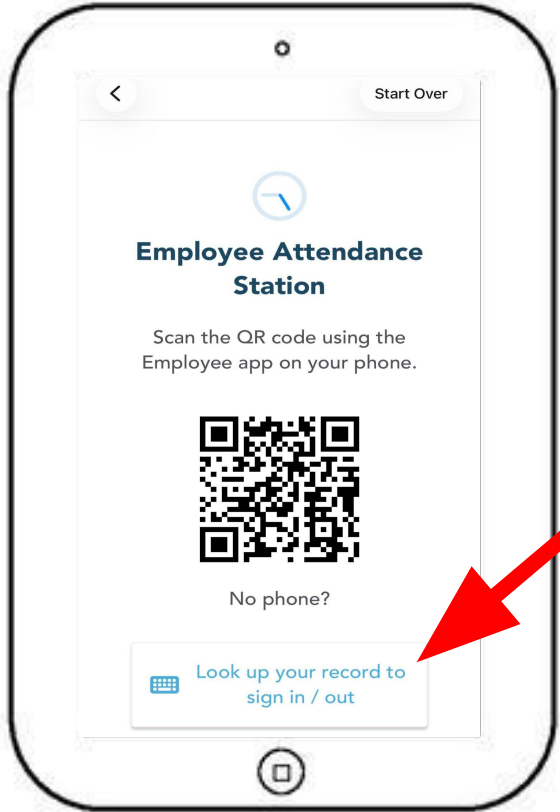


MEMBER = Employee in Lobbytrack. Member signing in

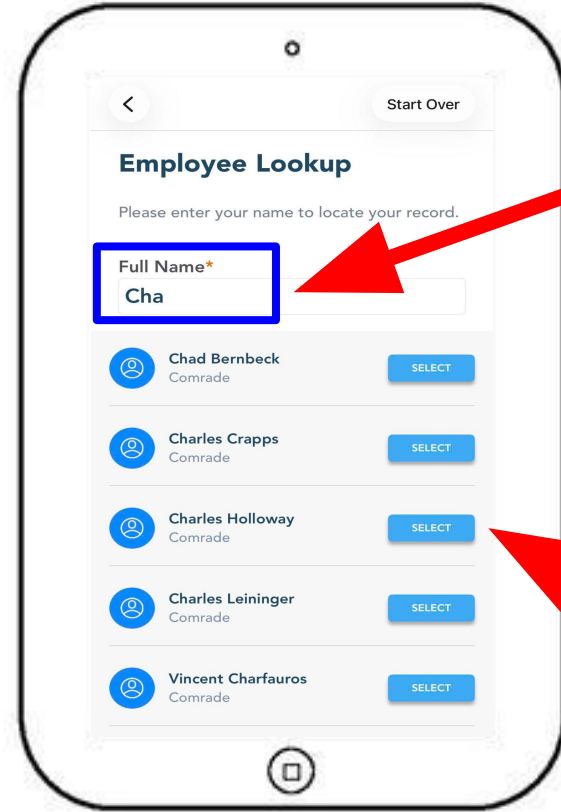


Member taps the screen where it says: "Tap here for employees sign in /out"

If MEMBER signing in without the phone app



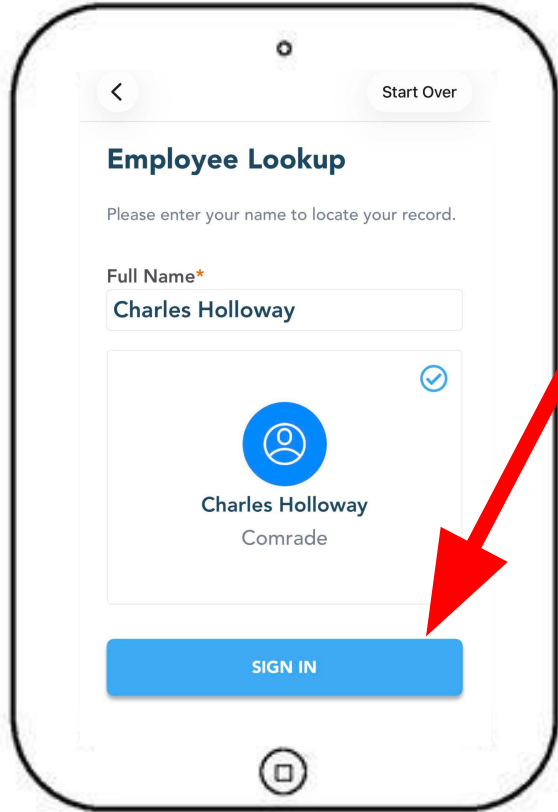
Since Member doesn't have their phone, Member taps the screen where it says: "Look up your record to sign in / out"



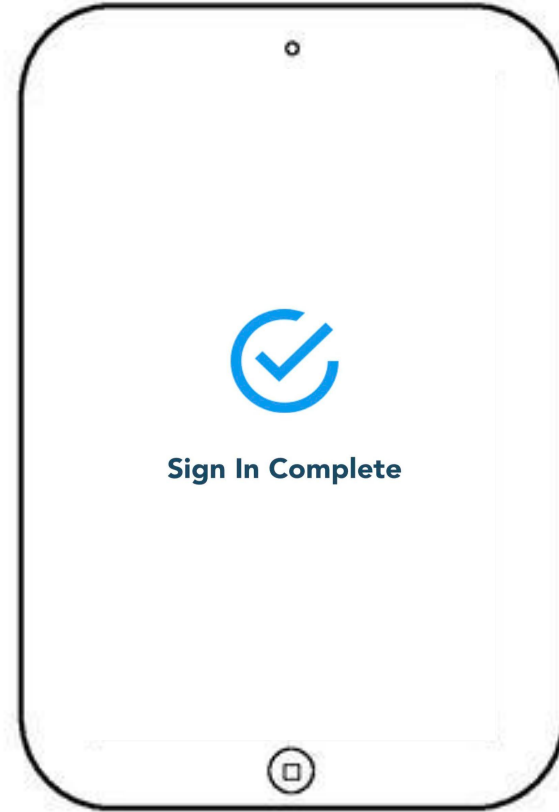
The Member starts typing the first 3 letters of their first or last name and the program provides a list of matching member names. (all Aux. and Comrades have been uploaded into the system)

Then tap "SELECT" for your name.

MEMBER signing in without the phone app (cont.)



Tap "SIGN IN" if the screen is displaying your name.



The Member is now signed in!

Members HEY, I GOT AN E-MAIL ABOUT THIS!!
**Did you download the Lobbytrack Employee App?
You SHOULD HAVE.**

LOBBYTRACK

REQUEST A DEMO | FEATURES | PRICING | LOG IN | TRY FOR FREE

Lobbytrack

Features

LOBBYTRACK.COM | LOBBY APP | EMPLOYEE APP | GUARD APP

Lobbytrack Employee App

With the Lobbytrack Employee App, employees can easily schedule new visits, manage their upcoming schedule and receive alerts when their visitors arrives. They can also use Employee App as an employee sign in app to sign themselves in and out of the facility. Find it in the app store for your device.

Apple App Store →

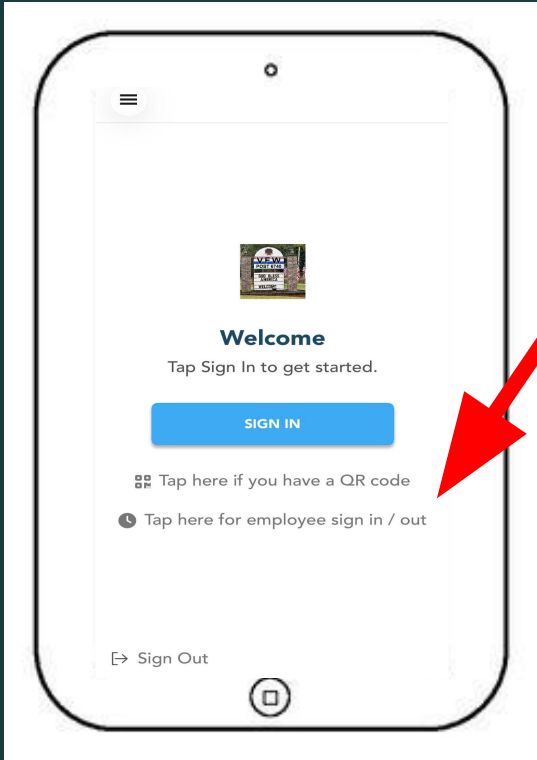
Google Play Store →

Microsoft Store →

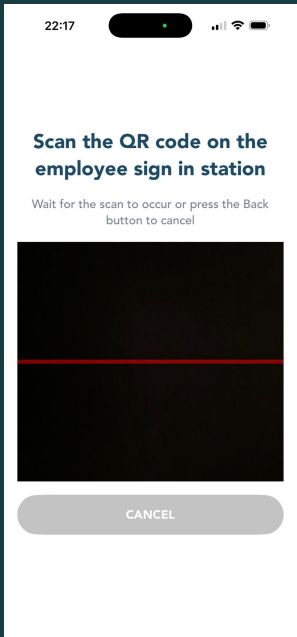
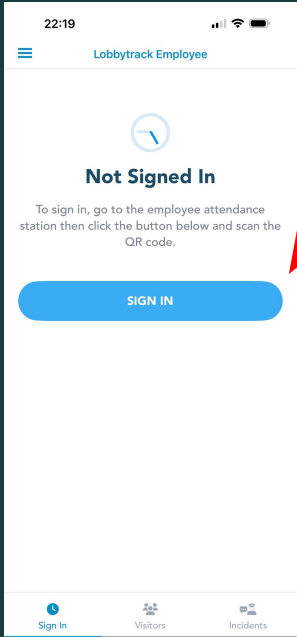
LOBBYTRACK

Member with a phone and the “Lobbytrack Employee” App installed

Step 1



Step 2: Open phone app and tap “SIGN IN”

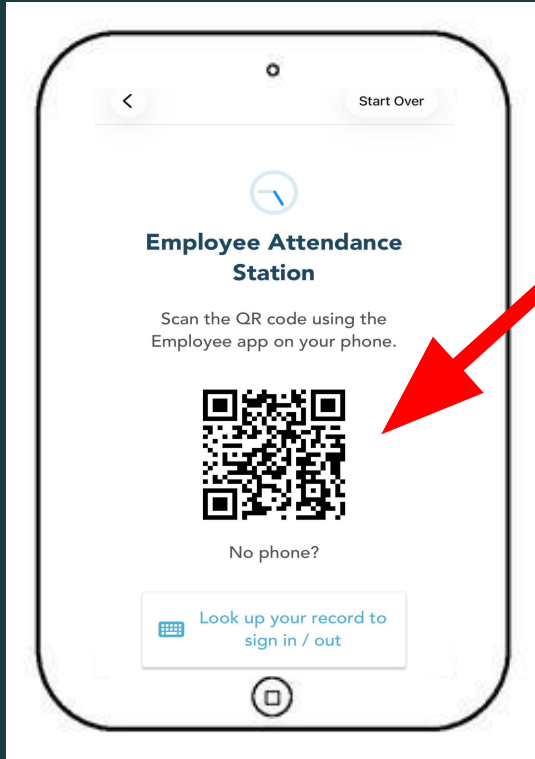


Then =>

Phone Screens

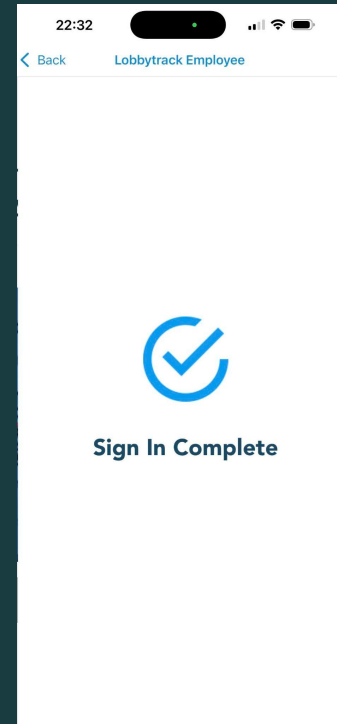
LOBBYTRACK

Member with a phone and the “Lobbytrack Employee” App installed



Step 3: Scan the QR Code with phone

Phone then shows => That's it! You're done.



LOBBYTRACK

What else can I do with the “Lobbytrack Employee” App on my phone?

- Manage your guests
 - Preload their information
- Schedule a “Guest” visit
 - They get an email/text letting them know your expecting their visit plus they get a QR Code they can scan vice typing in their information
- The member also receives an email/text of the intended guest visit. Plus – the member will get an email/text message when the guest arrives.