



## Member Tracking Application



### Overview

The purpose of this program is to track members. Each cardholder (member) will be assigned a Prox Id card which is presented at arrival. When swiped, *the system will verify that the Id exists and attached to an appropriate member.* If the Id is invalid or inactivated, a message will appear stated so. If the optional camera interface has been installed the person's picture will appear. The system is composed of two major pieces, one used to process the card reader stamps and a more comprehensive program that is used to store past transactions, produce reports and a series of tables used to maintain valid information for parents and children

When there are multiple readers used, such as in fixed reader installations, each location's reader will be assigned a unique location representing the room number. The reader location may be pre-assigned or entered by hand prior to capturing of data reads

In the case of a single reader attached to a laptop computer, no reader id is needed. The Capture program has the ability to enter information for the specific session.

### Data Gathering

The data gathering program consist of a simple program that records all cardholders presenting ids. Cards will be tracked whether they are accepted or rejected. A lap top computer and prox reader can be used to track this data. The initial data store will include a time stamp record from each member that has presented his card. The system can be setup to perform validation of card numbers as they are presented or postponed until the main program transfer

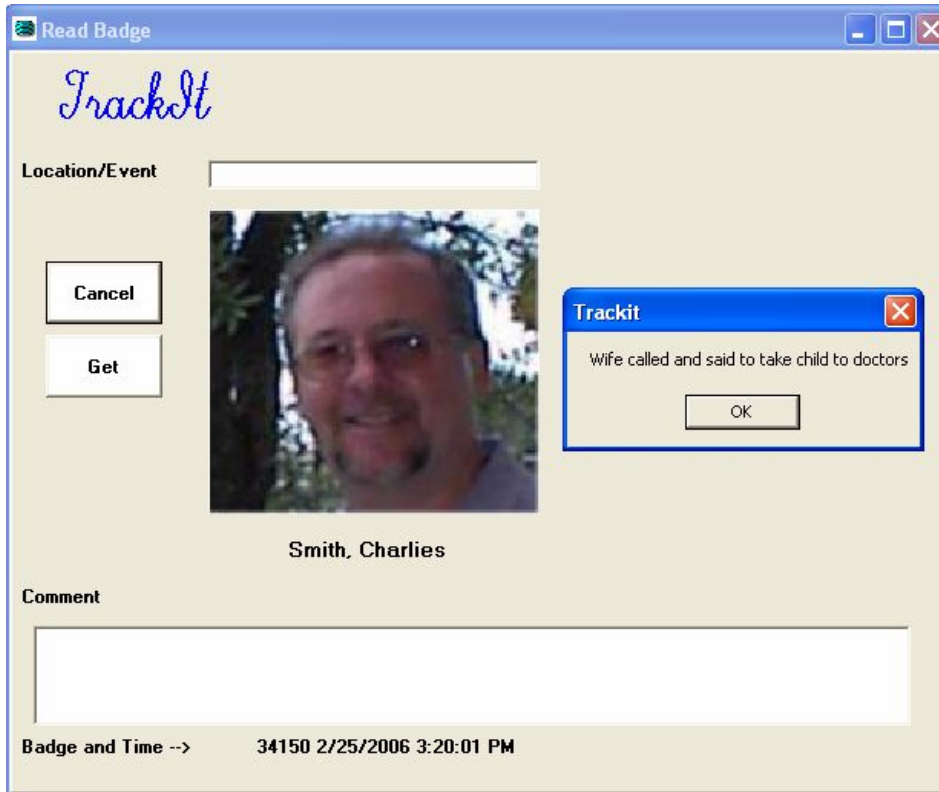
### Data Processing

Transaction can be viewed in both a list and calendar form by date range and by parent and child.

The main program stores the data, keeps track of valid or invalid badges, and performs reporting and other functions. It's generally used by the system administrator while the data collection is done by a clerk or by the individual member.



**Data Gathering Application (TrackPoll.exe)**



34150 2/17/2006 09:35:07 AM would represent that cardholder 34150 has arrived on the stated date and time. A transaction will be saved that records this information and if used the Location and Comment. Since the cardholder was found with a picture file it will be displayed. The system can also be set to not display picture.

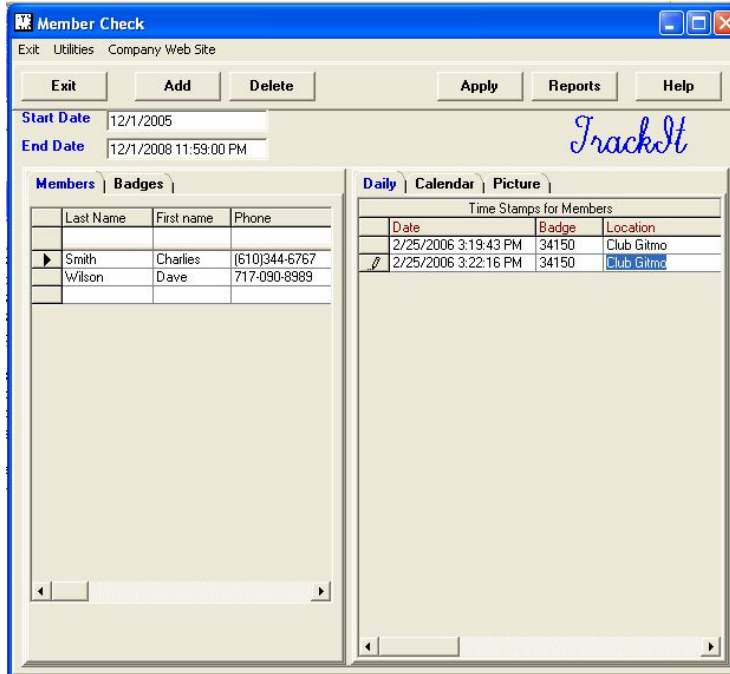
The information at the bottom shows the last valid card read and the timestamp recorded as derived from the computer's system date.

A comment box can store any comments

If a **message** is waiting for the cardholder it will appear on the screen



**Data Collection and Reporting (TrackThem.exe)**



There are two grids on the main form. As a row is clicked on the Member or Badge grid, time stamps are shown in the right sided table. The time stamps can viewed in a calendar format where clicking on a specific date will show all time stamps for that day.

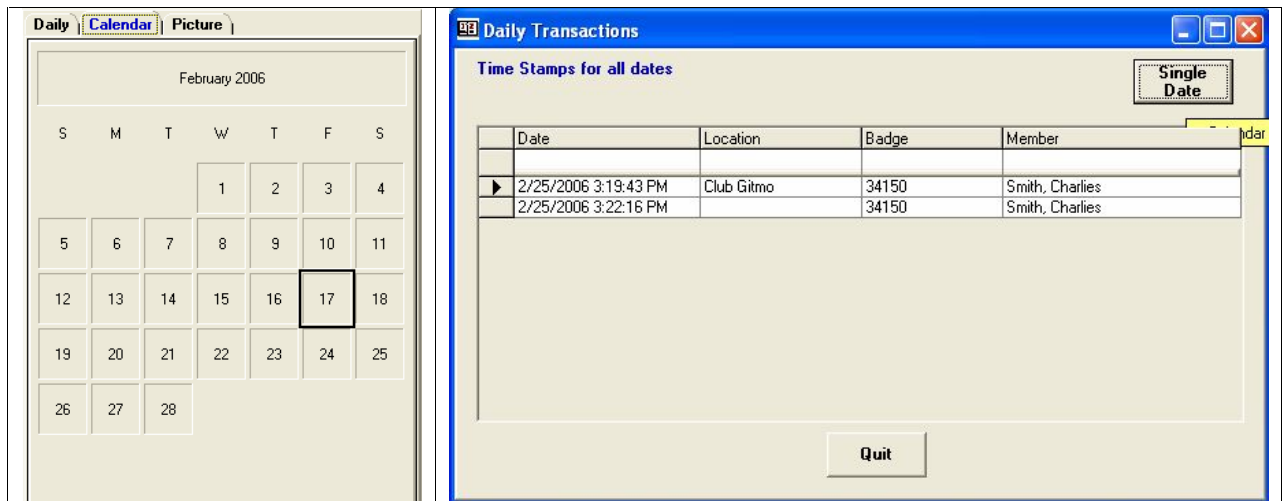
Clicking the Picture tab will display the appropriate picture of the Member highlighted.

The highlighted grid is indicated by the Red column header descriptions.

The Main program stores all the information that has recorded over time and allows for reporting on members and date ranges. As the row on the left hand side is checked, timestamps appear on the right table for the selected member for the date range selected (12/1/2005 – 12/1/2008 11:59 Pm)

**Calendar View**

Clicking on a Date brings up a list of transactions





### Filtering and Sorting

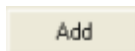
Members				Daily			
Badges				Calendar			
				Picture			
Last Name	First name	Pho		Time Stamps for Members			
Date	Badge	Location					
s				2/25/2006 3:19:43 PM	34150	Club Gitmo	
▶ Smith	Charlies	(610		2/25/2006 3:22:16 PM	34150		

Each table has the ability to be filtered and sorted by the columns embedded in each. To sort by a specific column, simply click the header row of that column. Clicking it again will reverse the sort order from Descending to Ascending and vice-versa. To filter information, enter in a starting value. For example the members, shown above, are filtered by LastName beginning with an 's'. Multiple columns can be used in a single filter.

### Button Bar




Quit program



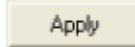
The Add button is used to Add new Members and Badges  
To edit any information, simply highlight the cell and make the appropriate modifications.



When the Delete button is pressed all Highlighted rows in the current grid ( Members Badges, Transactions) will be deleted. Rows are selected by clicking the row indicator . Multiple rows may be selected by clicking the row indicator while holding down the **Shift** key for contiguous ranges or the **Ctrl** key for individual selection



This button will create a report selection screen so that transactions can be printed for Member and date ranges



Apply the date range entered



A description of the system is provided on line



**Add Member**

Image Type  
 bmp  
 jpg  
 pcx

Take Picture  
Save Picture

Show Camera Gui

Last Name  
First Name  
Badge Number  
Address  
City State Zip  
Phone Email  
Message  
Expiration Date  
Member Since

Quit Add

The Add screen requires that a Last Name and First Name be entered. Once the person has been added, you may take a picture if the camera interface is applied.

Additional information may be added to the Member record use to track fees and additional information

The system can notify the user when dues are due.

**Edit Member**

Image Type  
 bmp  
 jpg  
 pcx

Take Picture  
Save Picture

Show Camera Gui

Last Name Smith  
First Name Charlies  
Badge Number  
Address 1234 One St  
City Swarthmore State PA Zip 18344-5555  
Phone (610)344-6767 Email  
Message  
Expiration Date  
Member Since

Quit Save

Double clicking on a row in the Member table will bring up the Edit screen used to modify Member information



## Report Selection

**Report Selection**

Start Date: 01/01/2006  
End Date: 01/01/2006  
Member: [Dropdown]  
Badge: [Dropdown]

Options:

<input type="checkbox"/> Export Button	<input type="checkbox"/> Refresh Button
<input type="checkbox"/> Drill Down	<input type="checkbox"/> Print Setup
<input type="checkbox"/> Close Button	<input checked="" type="checkbox"/> Navigation
<input type="checkbox"/> Group Tree	<input checked="" type="checkbox"/> Search Button
<input checked="" type="checkbox"/> Print Button	<input checked="" type="checkbox"/> Zoom Controls
<input checked="" type="checkbox"/> Progress Control	<input type="checkbox"/> Cancel Button

Height: 700  
Width: 700

Run Quit

The Report Selection screen allows you to define a subset of information desired.

The Options check list is used to design the report display screen. And provide additional functionality such as the ability to Export a report

Reports can viewed on screen, emailed or printed

1 of 1 75% Total:2 100% 2 of 4

**QUE Accounting Inc** 2/17/2006

[prints.sdate] >= date(2006,1,1) and [prints.sdate] <= date(2008,1,1)

<b>Wilson, Dave</b>			717-090-8989
2/17/2006 9:21:20AM	34150	Class Room	
2/17/2006 9:24:26AM	34150		
<b>Wilson, Dave</b>			
<b>Grand Total:</b>	<b>2</b>		

## Report Examples

There are a number of reports built into the system

- Member List
- Member List for those about to expire
- Member Transaction List
- Badge List
- Member List by Event



## Administrative Functions

A number of functions are provided to administer the system. They include:

- Adding, deleting and modifying parents/guardians, including the assignment of card ids
- Master tables for Ids, etc..
- Archive and Purge Utilities

### Adding Badges

Members		Badges	
	Badge	LastName	FirstName
▶	34152	Wilson	Dave
	34150	Smith	Charlies
ii		Smith	Charlies

Since people may be issued multiple badges a separate table is used to record each. Badges can be made inactive so that only a given set of badges are acceptable at one time. This helps identifying who has which badges and eliminates unauthorized use.

### Watch List

Watch List			
	Lastname	Firstname	Reason
▶	Guy	Bad	No longer allowed
	Toouy	Me	
*			

The Watch List Is used to keep a list of people that for one reason or another should not be allowed to enter the premises.

### Member Messages

Parent Messages			
	Lastname	Firstname	Message
	Smith	Charlies	Wife called and said to take child to doctors
▶	Wilson	Dave	

If a message is entered for a Member, when they arrive and swipe their badge, the messages will popup on the screen. The message will also appear on the Member edit screen







## Optional Features



Camera Interface



Touch Screen kiosk interface for badge holders



Driver's License Scanner



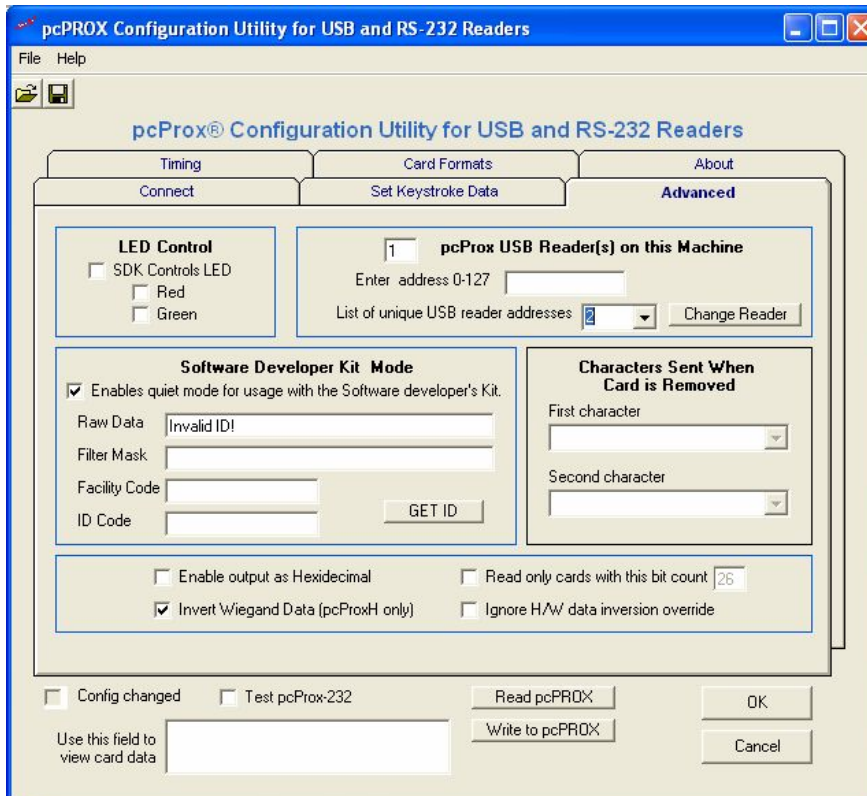
Print a badge

Access Control Interface

*Contact QUE Accounting about various options*



**Proximity Reader Setup (Optional)**



The Proximity Setup program is used when one than one fixed reader is being used to record transactions. Readers are given unique numbers and be configured to accept on certain card formats.