

Vizlan

Feature Document

YOUR DIGITAL ASSISTANT

A product by
Naapbooks Limited

BSE STARTUPS

ISO
9001:2015

ISO
27001

CMMI
level 3



MADE WITH ❤️ IN INDIA

The Company



Naapbooks Limited (NBL) is a **CMMI 3, ISO 9001:2015 and ISO 27001-2018** certified IT company registered. Naapbooks Limited is an acclaimed IT service provider contributing its part in optimizing and strengthening the businesses around the globe. Our clients get a superior cognizance of their business and requirements and help them in designing customized web portal and applications for their business activities.

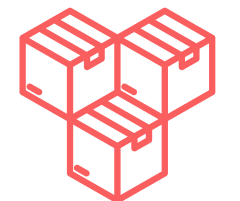
We are proud to have delivered on the expectations of our clients by completing the projects like that of **E-Auction, Accounting System, Aadhar based Payment Solution, E-Voting**, etc. We continue to toil to stay ahead and keep updating the finesse and vividness of our offerings.



40+
Team Size



150+
Work Ex.



15+
Products

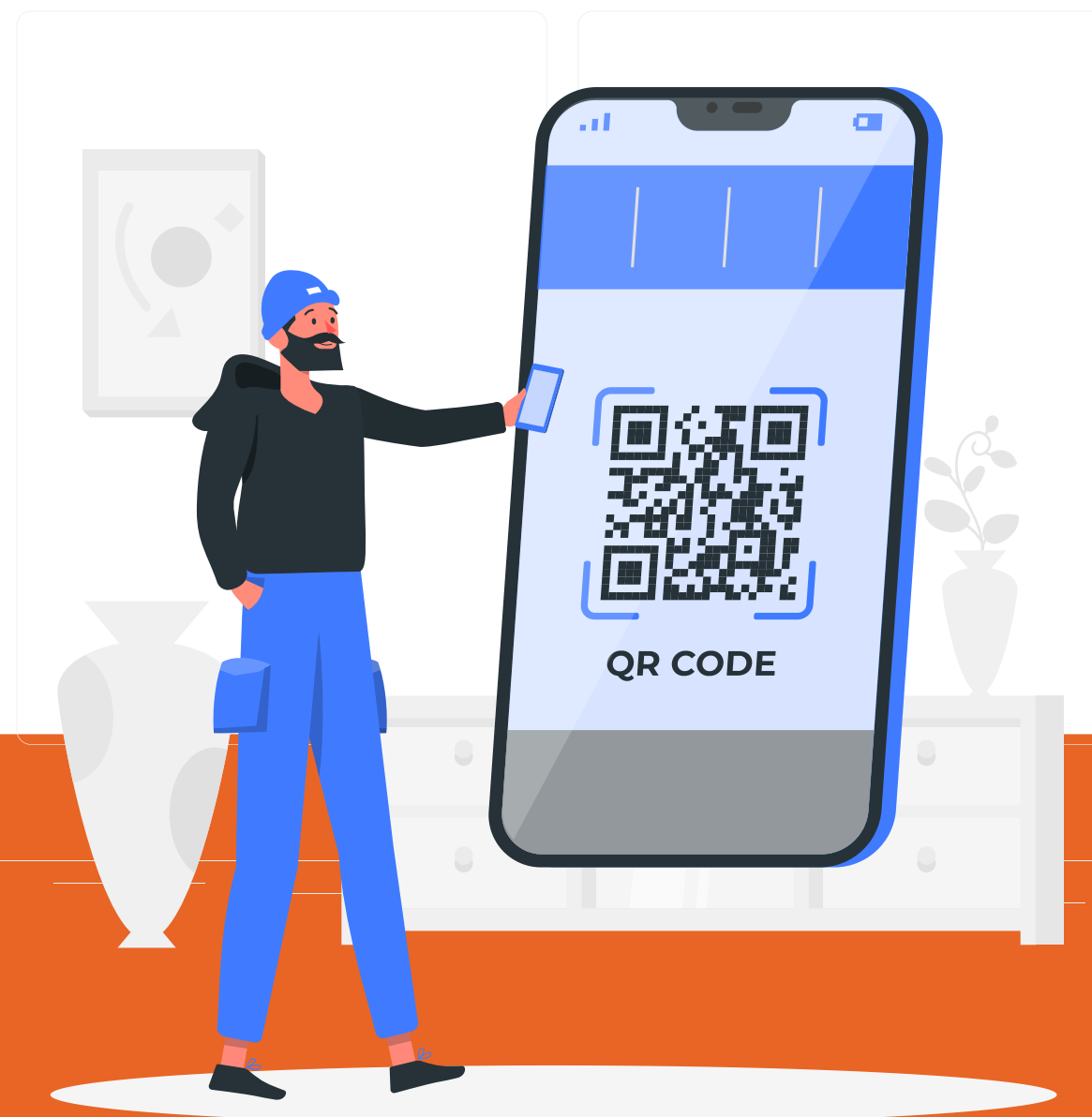


QR Based Self Check-in

VizMan revolutionises the check-in procedure by enabling guests to swiftly and independently check in using QR codes. It reduces waiting times, increases efficiency, and offers visitors a contemporary, simple experience.

Get Yours!

www.vizman.app



Users who can use this feature:

Visitor

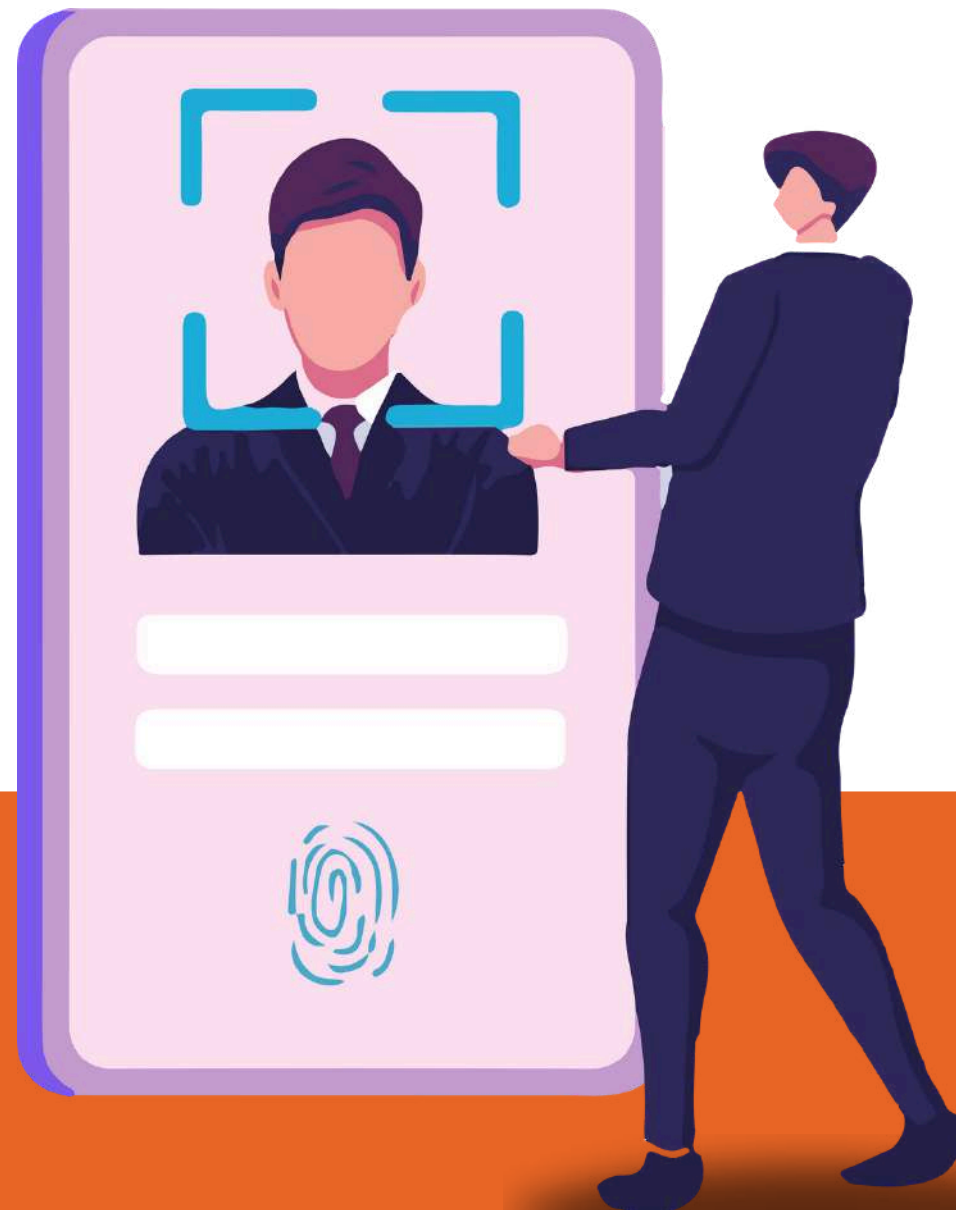


Photo/ID Proof Capture

VizMan puts security first by taking guests' photographs and IDs at check-in. This feature adds another level of authentication, making sure that only people with permission may enter the building.

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www.vizman.app



Users who can use this feature:

Admin



Receptionist



Employees



Security Guard



Meeting Scheduling

VizMan provides a smooth and simple solution for arranging meetings. Users may easily set up meeting spaces, distribute resources, issue invitations, and organise and coordinate meetings while maximising time and resources.

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Users who can use this feature:

Admin



Receptionist



Employees



E-mail & SMS Notification

VizMan's email notification function lets you stay updated in real-time. Quick reactions and improved communication within your organisation are made possible by receiving immediate email notifications and updates.

Get Yours!

www.vizman.app



Users who can use this feature:

Admin



Employees



Visitor



Approver Settings

VizMan offers the option to set up SMS alerts, ensuring that essential changes are sent to key stakeholders via text messages. Additionally, administrators may keep control over visitor access and approvals thanks to adjustable approver settings.

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www.vizman.app



Users who can use this feature:

Admin



Receptionist



Employees



MoM – Meeting Notes

Effectively record and archive meeting notes and Meeting Minutes (MoM) with VizMan.
Effective record-keeping, simple access to prior talks.

Get Yours!

www.vizman.app



Users who can use this feature:

Admin



Employees



Bulk Invite

The task of concurrently inviting several guests is made easier with VizMan. Users may issue invites in bulk, saving time and work while assuring a well-organized guest list, whether for events, seminars, or casual visits.

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Users who can use this feature:

Admin



Receptionist



Employees



VIP Visitors

VizMan understands the value of VIP visits. The system enables outstanding visitors to get special care and priority handling, providing a higher level of service and attention to detail.

Get Yours!

www.vizman.app



Users who can use this feature:

Admin



Employees



Visitor

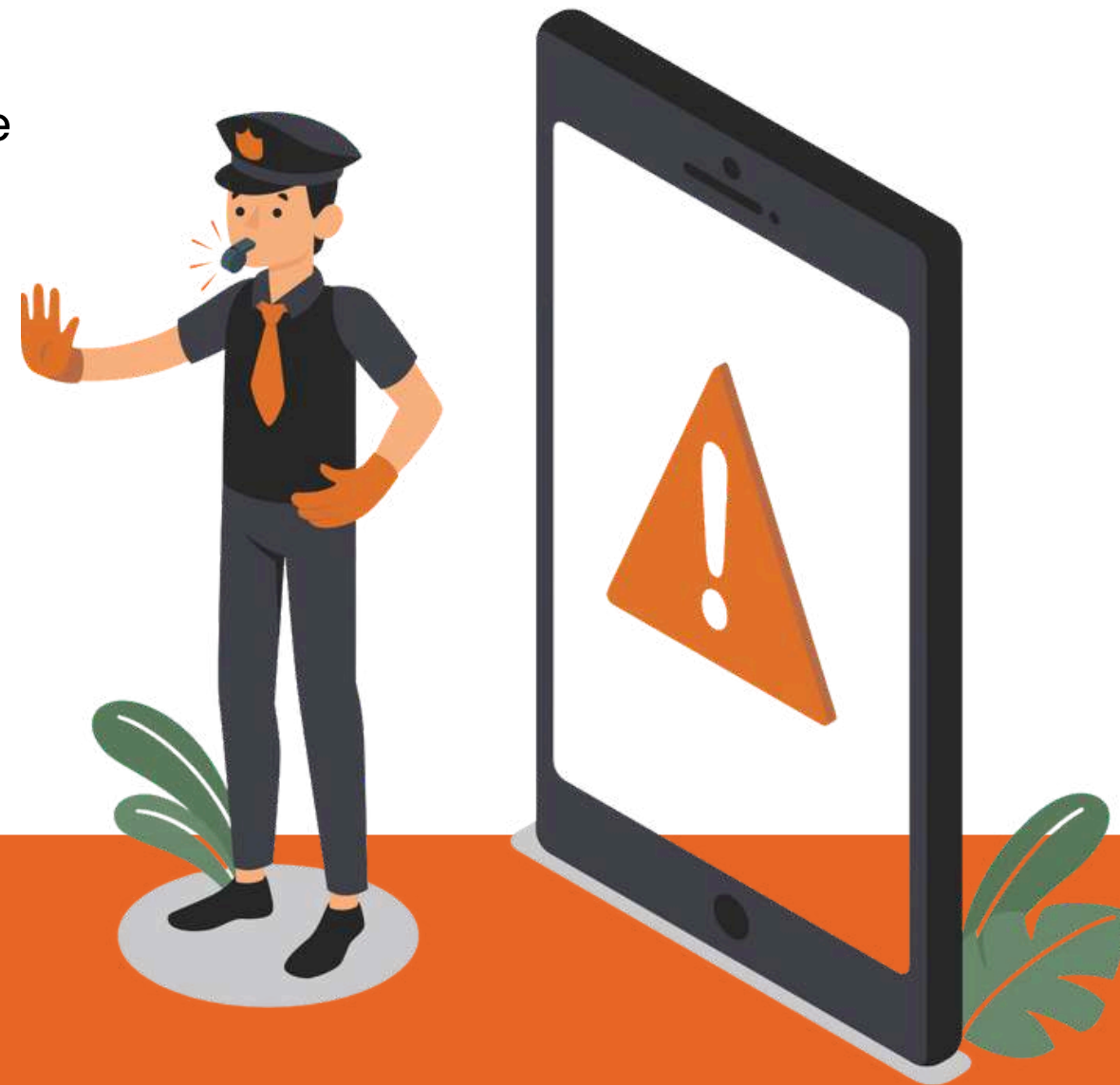


Blacklist Visitors

Utilise VizMan's blacklist function to keep your surroundings safe and under control. Limit access for unauthorised people to improve safety and security on your property.

Get Yours!

www.vizman.app



Users who can use this feature:

Admin



Employees



Receptionist



Security Guard



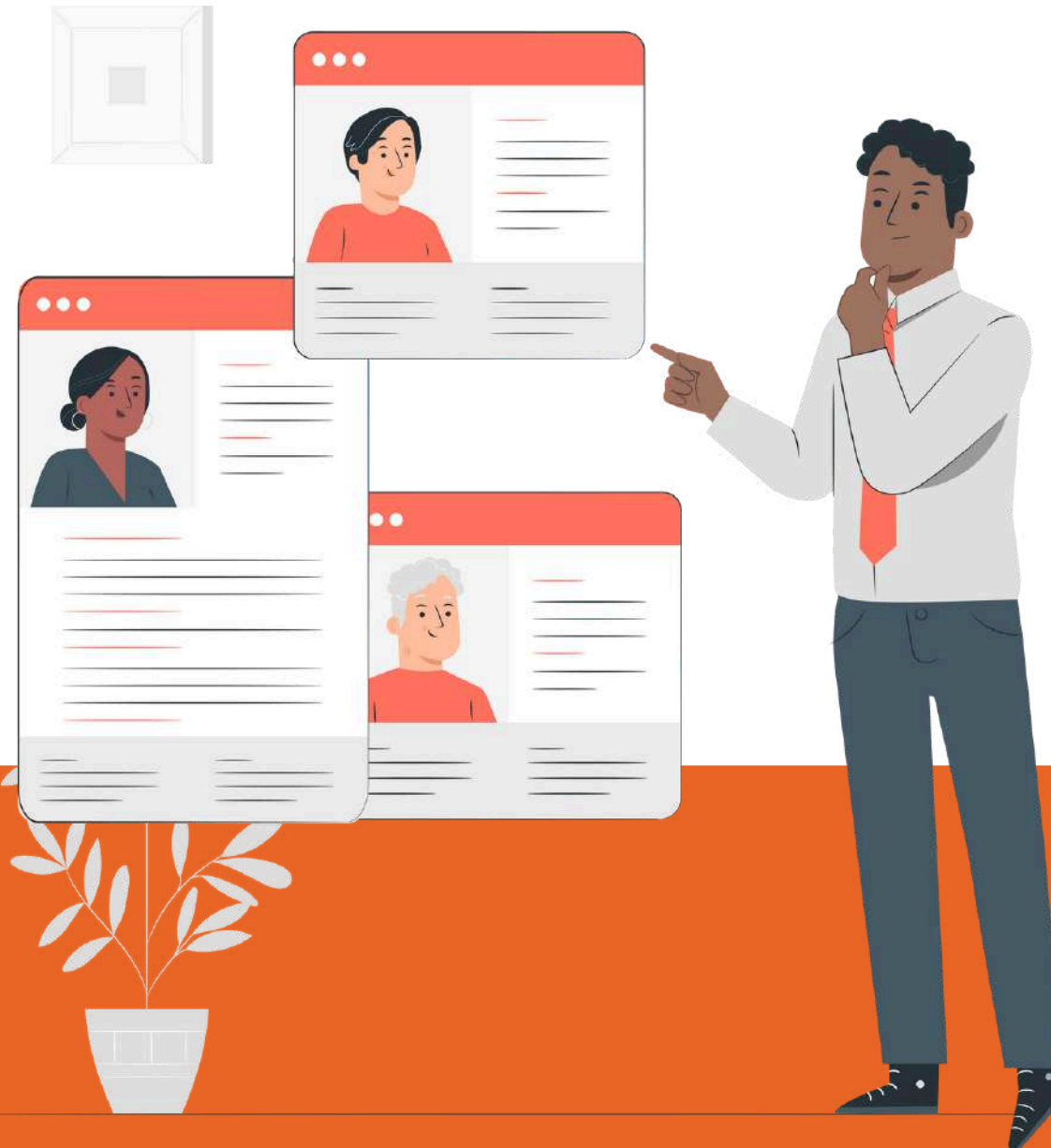
Multi Badge Templates

[Visitor Pass Templates]

VizMan provides a variety of badge template choices, enabling customers to select and alter visitor permits to adhere to certain branding or event needs. The tourist experience is given a professional touch by this function.

Get Yours!

www.vizman.app



Users who can use this feature:

Receptionist



Security Guard



Visitor Pass

[Print / ePass]

VizMan offers versatility in the distribution of visitor passes. Depending on their preferences, users may choose to print paper passes or create electronic passes, guaranteeing a smooth check-in procedure and optimum resource use.

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www.vizman.app



Users who can use this feature:

Receptionist



Security Guard



Visitor



Courier Management

VizMan can simplify the management of courier services. Organise deliveries effectively, keep track of incoming and outgoing items, and make sure that packages get to the right people on time.

Get Yours!

www.vizman.app



Users who can use this feature:

Receptionist



Security Guard

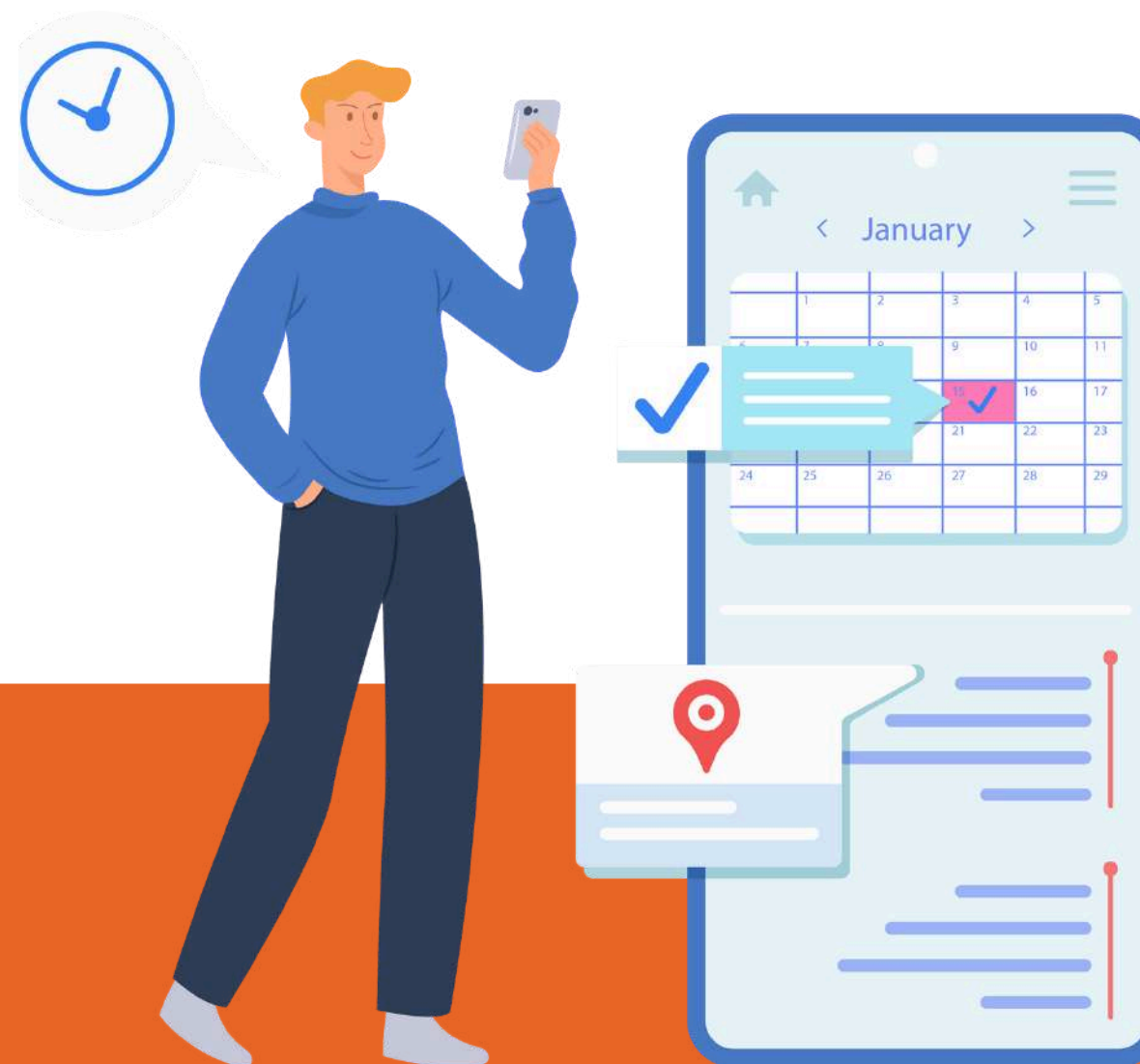


Attendance Management

VizMan helps to keep accurate records of visitors' and staff' attendance. The solution makes it simple to track and report on attendance, which helps with efficient staff management.

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Users who can use this feature:

Admin



Receptionist



Security



On Demand Report Generation

VizMan has a robust reporting tool that enables customers to create custom reports whenever they need them. It takes only a few clicks to get real-time data in report format, whether for compliance, analysis, or decision-making.

Get Yours!



Users who can use this feature:

Admin



Employees



Receptionist



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Advanced Analytics

VizMan makes use of cutting-edge analytics techniques to convert data into useful insights. Become more knowledgeable about visitor patterns, trends, and behaviors to enable wise decision-making and process improvement.

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Users who can use this feature:

Admin



Employees



Receptionist



Daily Visits

Utilise VizMan's user-friendly capabilities to manage daily visits and visitor validity. Effective visitor validation will ensure adherence to organisational regulations and improve overall security

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Users who can use this feature:

Admin



Employees



Receptionist



Security Guard



Divert & Forward Meetings

VizMan makes it possible to organise meetings effectively. Meetings may be easily sent or diverted to the proper staff, providing efficient delegation and management of meeting schedules.

Get Yours!

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Users who can use this feature:

Admin



Employees

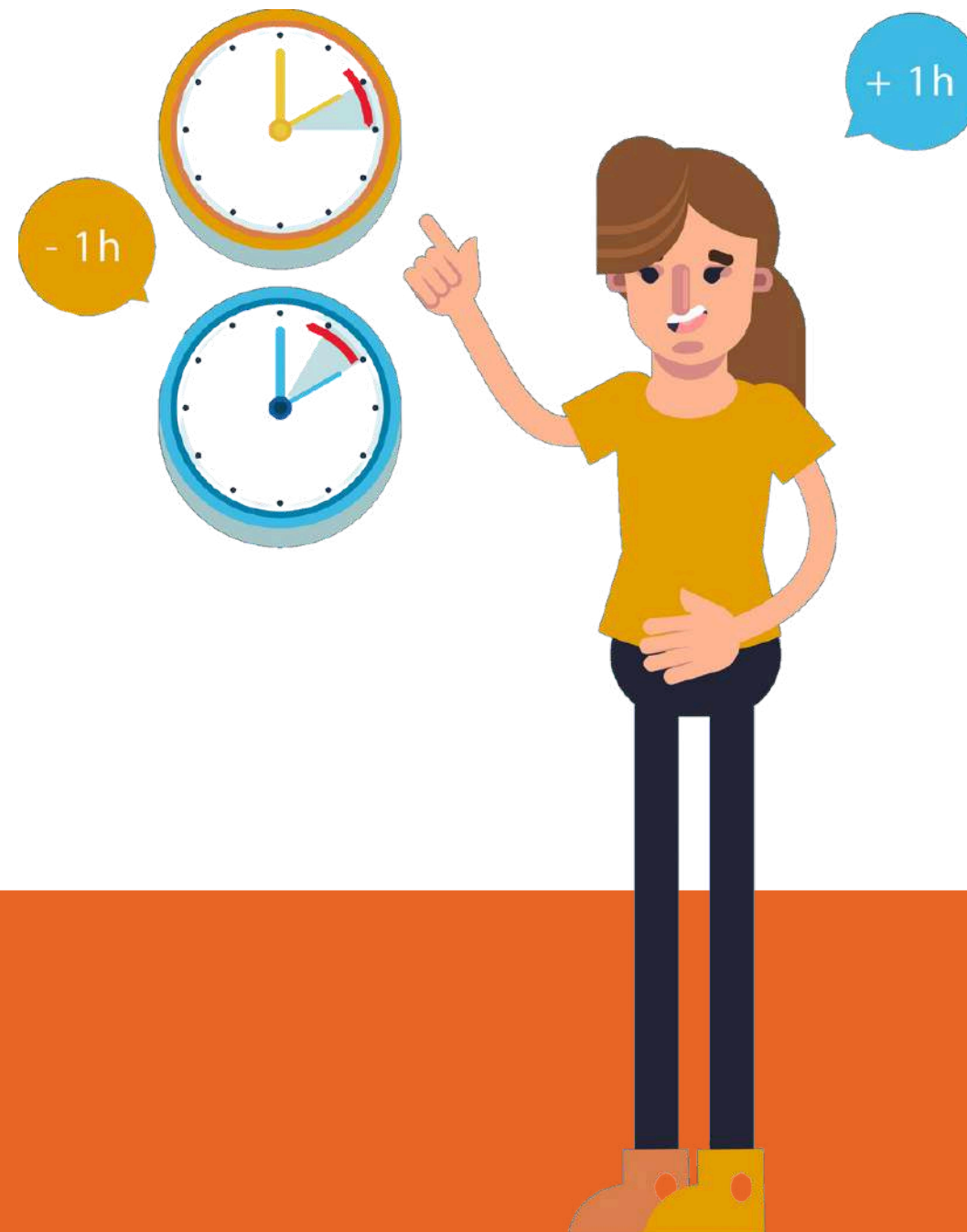


Time Zone Set-up

Set up your time zones in VizMan to correspond with particular places on the map. As a result, activities may run smoothly with proper scheduling and coordination across time zones.

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Users who can use this feature:

Admin



Employees



Receptionist



Security

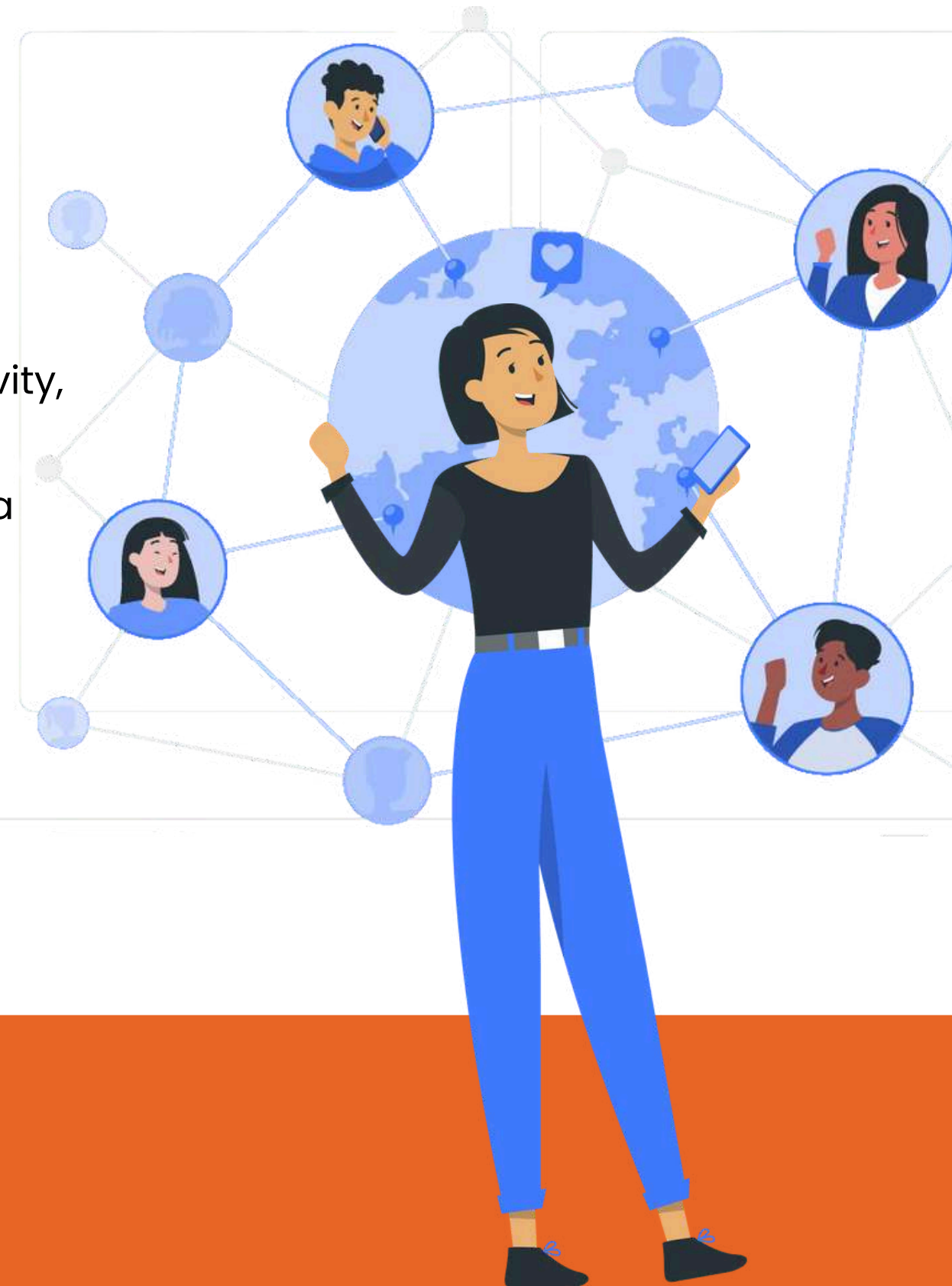


Multi Org.

VizMan serves organisations with various branches or entities. For greater productivity, centralise and manage visitor data for numerous branches or organisations on a single, integrated platform.

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Users who can use this feature:

Admin



Multiple Access

VizMan provides accessibility across a number of platforms and devices. Users may easily access and use the system from either a desktop or a mobile device, enhancing the overall user experience

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Users who can use this feature:

Admin



Employees



Receptionist



Security Guard



Multiple Users

Collaboration with numerous users is effortless while using VizMan. Assigning specific responsibilities and permissions to team members will foster collaboration and enhance system management as a whole.

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Users who can use this feature:

Admin



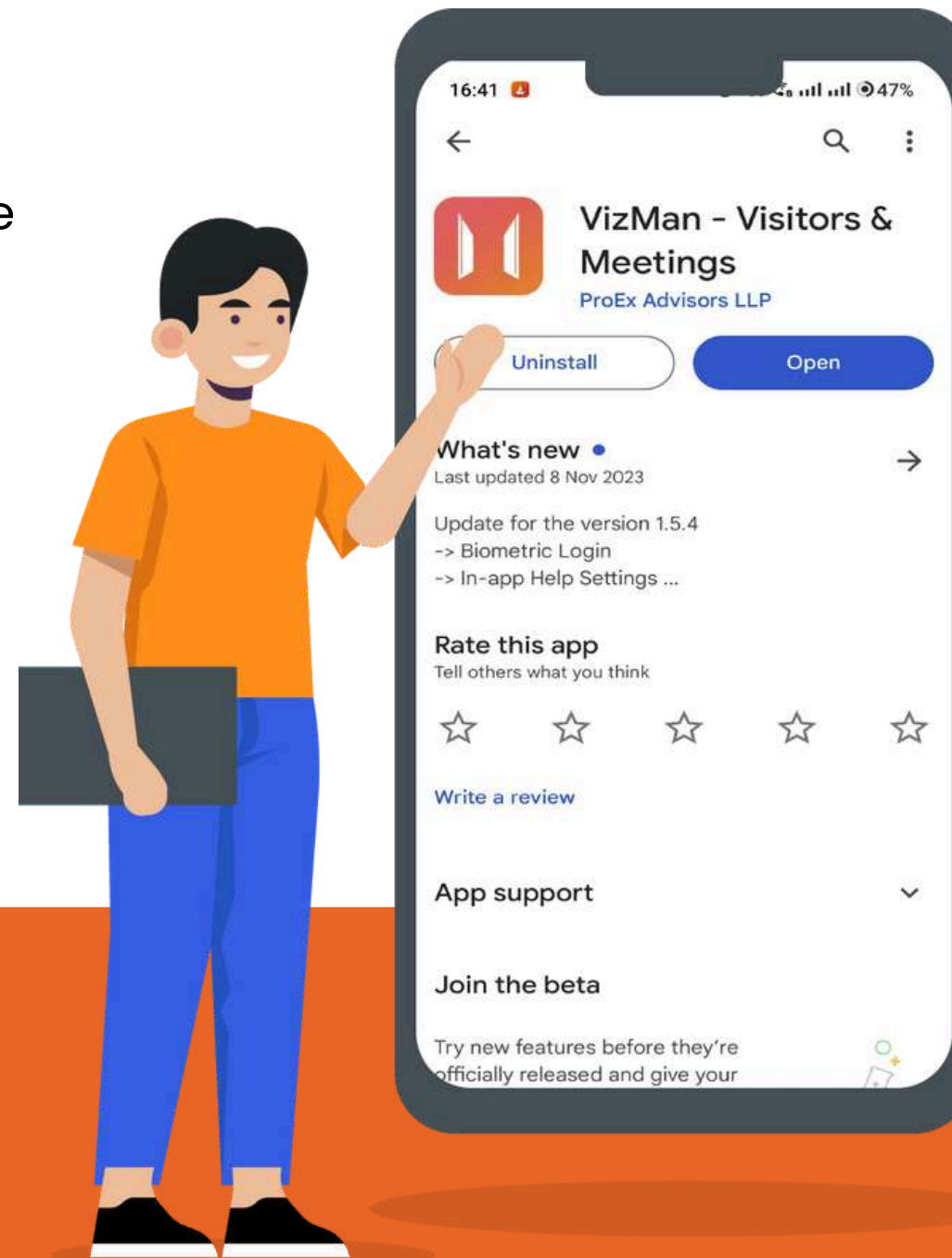
Android App



Enjoy VizMan's ease on Android gadgets. Use the Android-specific app to get a seamless, optimised experience even while you're on the go.

Get Yours!

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Users who can use this feature:

Admin



Employees



Receptionist



Security Guard



iOS App

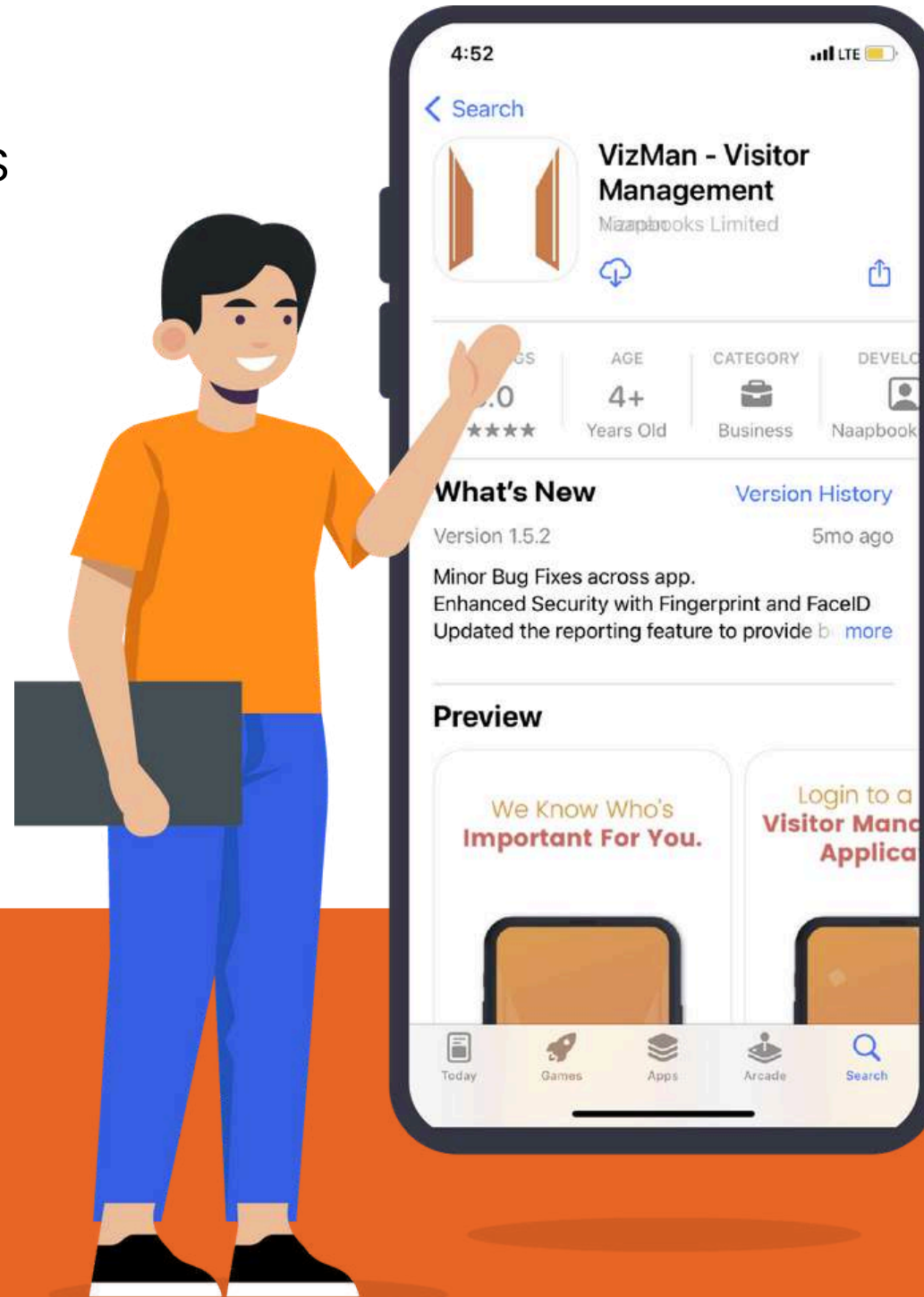
Use iOS devices to easily access VizMan. The specialised iOS app improves usability for iOS users by providing a user-friendly interface and seamless functioning.

Get Yours!

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App Store



Users who can use this feature:

Admin



Employees



Receptionist



Security Guard

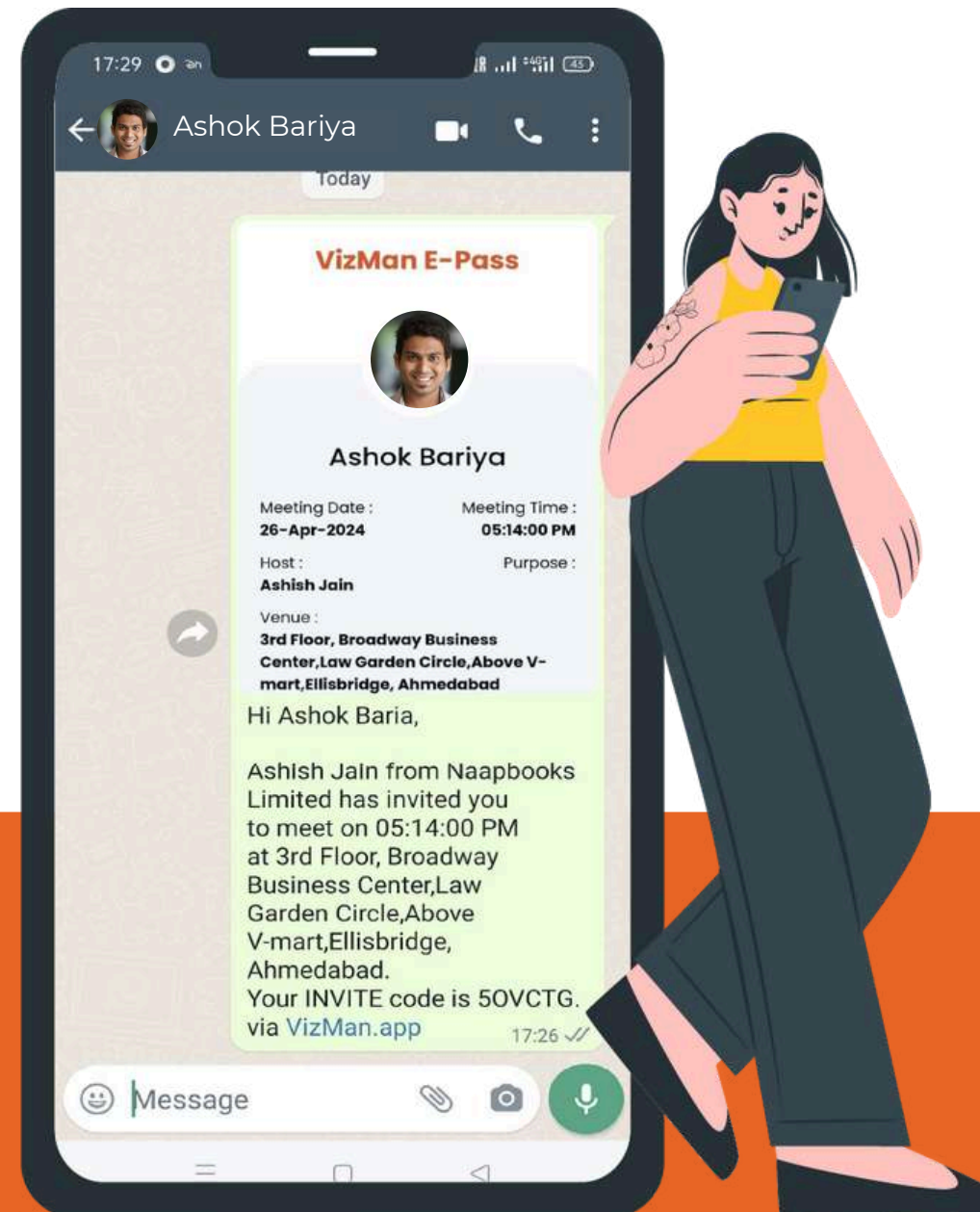


Invite with WhatsApp

VizMan simplifies the invitation process by allowing users to send invites to visitors through WhatsApp. Utilise this tool to communicate quickly and easily, increasing engagement and response rates

Get Yours!

www.vizman.app



Users who can use this feature:

Admin



Employees



Visitor



In App Notifications

[Web + Mobile]

Keep up with the latest information with in-app alerts on the VizMan platform, whether using a web browser or a mobile device. Receive timely updates and alerts to improve your user experience and keep you informed at all times.

Get Yours!

www.vizman.app



Users who can use this feature:

Admin



Employees



Receptionist



Security Guard



Visitor Management

VizMan allows you to manage your visitors and guests through Invite, Direct Check-in or self check-in using both web interface and mobile app.

Get Yours!

www.vizman.app



Users who can use this feature:

Admin



Employees



Receptionist



Security Guard



Meeting Management

VizMan allows you to manage your visitors and guests through Invite, Direct Check-in or self check-in using both web interface and mobile app.



Users who can use this feature:

Admin



Employees



Receptionist



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Naapbooks Limited

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ISO
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CMMI
level 3

MADE WITH ❤️ IN INDIA

Thank You



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