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Company Visitor Management System

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ABSTRACT: Ensuring visitor security and effective administration is essential for preserving operational integrity and protecting sensitive data in today's hectic business world. Conventional visitor registration techniques, including manual logbooks, are frequently prone to mistakes, don't provide real-time tracking, and don't offer thorough records for future use. By providing a computerized, efficient system for managing guest entrance, monitoring, and reporting, the Company guest Management System (CVMS) tackles these issues.

This system uses databases and contemporary web technologies to create visitor badges, automate the checkin and check-out procedure, and quickly alert hosts when guests arrive. Pre-registration, visitor identity verification, access control integration, and real-time analytics are some of its features. The CVMS guarantees a smooth experience for both employees and guests while improving workplace security and lowering administrative burden.

Organizations may maintain a secure and professional workplace while simultaneously increasing front desk efficiency by putting the CVMS into practice. The system design, key components, implementation approach, and possible effects of CVMS on corporate infrastructure are all covered in this article.

KEYWORDS: Visitor Management, Security System, Visitor Tracking, Check-in/Check-out, Digital Register, Access Control, Corporate Security, Automation, Real-time Notification, Identity Verification, Front-desk Management, Web-based System

I. INTRODUCTION

Managing and keeping an eye on guests has become essential to administrative effectiveness and organizational security in the modern business world. The requirement for a dependable and automated Visitor Management System (VMS) has drawn a lot of attention due to growing worries about data breaches, unauthorized access, and workplace safety. In addition to being time-consuming, traditional paper-based visitor logs are not accurate or easily accessible in the fast-paced corporate world of today.

From registration to check-out, the entire visitor process may be automated and streamlined with the help of the Company Visitor Management System (CVMS), guaranteeing a safe, well-organized, and effective method of managing visitors. With the help of this system, businesses may digitally register guests, record their login information, print visitor badges, alert staff when guests arrive, and keep a centralized log for monitoring and auditing.

Both user experience and security are improved by integrating technologies like data storage, rapid host notifications, and QR code scanning. This essay examines the necessity of these systems, the drawbacks of manual procedures, and how visitor handling procedures in business environments can be revolutionized by an intelligent digital solution like CVMS.

II. OBJECTIVE

Through automation and digitization, the Company guest Management System (CVMS) aims to secure and expedite the organization's guest handling procedure. With an effective, user-friendly interface that guarantees precise data gathering and real-time visitor activity tracking, this system is intended to replace conventional manual entry techniques. Businesses can increase security procedures, improve guest experiences, and improve front desk operations by putting CVMS into place. Along with creating visitor badges for simple identification and keeping a centralized



database for tracking and auditing, the system also seeks to instantly notify staff members of visitors' presence. In the end, CVMS helps to keep a secure and professional workplace while lowering administrative workload.

The Company Visitor Management System seeks to increase operational effectiveness and security while also introducing responsibility and transparency into the visitor management procedure. It enables businesses to maintain thorough records of visitor data, such as the reason for the visit, host information, and entry and departure times, all of which are important for audits, emergency preparedness, and safety rule compliance. Additionally, the technology allows visitors to pre-register, which shortens wait times and facilitates easier entrance processes. In addition to improving the overall visitor experience, the CVMS's automation of these operations frees up staff members to concentrate on more strategic duties, which boosts organizational productivity.

III. LITERATURE SURVEY

Manual logbooks and paper-based registers, which are frequently ineffective, prone to errors, and provide no security, have historically been the mainstays of visitor control. Researchers have shown that these systems are unable to offer secure identification, effective data storage, and real-time tracking. The trend toward automated digital solutions has been emphasized by a number of studies, which highlight the growing requirement for professional visitor management and workplace safety. These solutions are designed to enhance visitor tracking, decrease human error, and improve front desk operations. For example, research has demonstrated that automating visitor routines greatly increases administrative productivity while also improving security.

The use of technologies including cloud-based data management, biometric verification, and QR code scanning in visitor management systems is also highlighted in recent literature. These developments enable secure data processing, guest pre-registration, and immediate host alerts. In order to better handle high visitor quantities, researchers also support the integration of real-time analytics and access control technologies. The development of these systems is a reflection of the increasing need in institutional and corporate settings for visitor control solutions that are safe, scalable, and easy to use. This study encourages the creation of an all-inclusive company visitor management system that meets contemporary organizational needs while addressing the drawbacks of conventional approaches.

IV. WEB DEVELOPMENT PHASES

REQUIREMENT ANALYSIS

USER REQUREMENTS

- The system should provide an easy-to-use interface for both visitors and staff.
- Visitors should be able to register their details upon arrival.
- Employees should receive instant notifications upon visitor check-in.
- Admins should be able to view, update, and manage visitor records.
- The system must support both pre-registration and walk-in visitor options.

FUNCTIONAL REQUREMENTS

- User authentication for admin and employees.
- Visitor registration form capturing name, purpose, date, time, and contact details.
- Check-in and check-out system with timestamps.
- Visitor badge generation with unique ID.
- Real-time notifications sent to hosts via email/SMS (if integrated).
- Dashboard for admin to monitor daily, weekly, and monthly visitor logs.
- Secure login and session management.

NON-FUNCTIONAL REQUREMENTS

- Usability: The system should have an intuitive and user-friendly interface.
- Performance: It should handle multiple users simultaneously without performance degradation.
- Security: Data encryption, secure login, and user role-based access control must be enforced.
- Scalability: The system should allow future upgrades such as biometric or QR code integration.

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• Availability: The system must be available during working hours with minimal downtime.

HARDWARE AND SOFTWARE REQUREMENTS

- Processor: 2.0 GHz
- RAM: 1 GB
- Hard disk: 20 GB
- Operating System: Windows OS, Linux OS, macOS, Android OS, iOS
- Tools Used: XAMPP, Visual Studio Code
- Backend: PHP, MySQL
- Frontend: HTML, CSS, JavaScript

BLOCK DIAGRAM:



DESIGNING PHASE:





V. SCOPE OF MY PROJECT

An organization's visitor management procedure can be made more efficient and safe with the help of the Company Visitor Management System (CVMS). From pre-registration and check-in to real-time notifications, badge creation, and check-out, the project's scope encompasses the whole visitor lifecycle. Visitors, staff members, and administrators are only a few of the user roles that the system will support; each has unique access rights. In place of handwritten logbooks, it offers a digital platform that offers better security, centralized record keeping, and increased data accuracy.

The system will be available on a variety of devices connected to the company's network because it will be accessible through a web browser. Additionally, it will have capabilities like dashboard customization, visitor history monitoring, and admin reporting tools. The project can be expanded in the future to incorporate access control system integration, biometric authentication, and QR code check-ins. Organizations can handle visitor interactions in a more efficient, secure, and professional manner by putting CVMS into place.

OUTPUT DESIGN:

Company Visitor Manag (CVMS)	gement System
User Name	
User Name	
Password	
Password	
Forgotten Password?	
SIGN IN	

Figure 5.1: Login Page.

CVMS	Search by names & mobile number_ Q	👷 Admin ~
 Dashboard Department New Visitor Manage Visitors Vistors B/w Dates 	 Coday's Visitors 	rday Visitors 10 Days Visitors
	CVMS Project Figure 5.2: Dashboard	
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partment					
	S.NO	Full Name	Contact Number	Email	Action
ew Visitor	1	Garima	14141414	grma@gmail.com	1
anage Visitors	2	Rakesh Sharma	4654654654	rakesh@gmail.com	1
tors B/w Dates					
			CVMS Project		

Figure 5.4: Details Of Visitor Report

VI. CONCLUSION

An organization can manage visitor activities in a safe, effective, and well-organized manner with the help of the Company Visitor Management System (CVMS). It improves operating efficiency, guarantees accurate recordkeeping, and fortifies overall security by substituting a digital system for conventional manual techniques. In addition to enhancing the visitor experience, CVMS helps the business maintain a controlled and professional atmosphere with features like visitor tracking, real-time notifications, and centralized data storage. This system may be scaled to accommodate any organization's changing needs and provides the groundwork for future improvements.

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