The Receptionist for iPad
Feature Checklist

Increase security, increase productivity, and wow your visitors with The Receptionist for iPad

Trusted by the world's best

The Receptionist for iPad Feature Checklist

Customized Look and Feel
Add your own logo, images and welcome text to create a unique homescreen

Photo Capture
Take a picture of each visitor upon arrival.

Signature Capture
Save signatures on legal documents.

Custom-Built Buttons
Build custom button-based workflows.

Email Notifications
Receive an email when a visitor checks in.

SMS Notifications
Receive a text when a visitor checks in.

Slack Notifications
Receive a Slack message when a visitor checks in.

Badge Printing
Print a badge automatically upon check-in.

Photos on Badges
Print visitors' photos on their badge.

Two-Way Communication with Visitors
Communicate with visitors through the iPad.

Automatic Message Forwarding
Forward visitor notifications to a colleague.

Secondary Notifications
Send visitor notifications to more than one person.

Customizable Visitor Responses
Create custom responses for quick replies to visitors.

Cloud-Based Visitor Log
Access your visitor log from any internet-ready device, anywhere.

Mobile Visitor Log
Check your visitor log on any mobile phone.

Contact Upload Via Spreadsheet
Automatically upload and update your contacts via a CSV file.

NDAs & Legal Documents
Present PDF, text, or YouTube video legal agreements to your visitors.

Multiple NDAs/Legal Documents
Offer one or more legal documents per button.

Video Agreements
Show your visitors a safety or security video.

Visitor Pre-Registration
Enter visitor details in advance for known appointments.

Visitor Pre-Registration Notification
Notify pre-registered visitors of their appointment prior to arrival.

Pre-Registration Compatible with All Email Providers
Use pre-registration with all email providers.

Returning Visitor Expedited Check-in
Auto-populate returning visitor information during check-in.

Searchable Visitor Reports
Filter your visitor log by contact, button, date, time, visitor name, or custom field.

Active Visitor Dashboard
Know who is in the building at all times.

Emergency / Evacuation List
Access your live visitor check-in log from any internet-ready device.

Multiple Entrances
Use multiple check-in points per location at no additional cost.

Package Delivery Notifications to Specified Contacts
Specify contacts to be notified of deliveries.

Multiple Tenants
Brand and route visitors in a multi-tenant building.

Admin/Permission User Settings
Add unlimited users to your account and set their access levels from read-only to admin.

Configurable Badge Design
Use our user friendly, drag and drop badge designer to personalize your visitor badges.

Unlimited Visitors At All Price Tiers
Only pay for the number of employees you put into the system.

Unlimited Data Retention
Keep your data, forever. We will never purge your visitor log, but you can.

Your Branding
Add your logo, unique images and style guidelines to reflect your brand.

ITAR Compliance
Enable full citizenship compliance for all visitors.

Active Directory Integration (via API)*
Maintain up-to-date employee contact information automatically.

Print Badge from Dashboard at Security Desk
Re-print copies of visitor badges from your dashboard via the visitor log.

Visit Summary Email
Give your visitors a summary of their visit to your office, including a copy of their signed agreement (if collected).

*ADDITIONAL INFORMATION

Why don't we have QR codes for visitor identification?
A QR code requires that someone install an app on their device. We use an email address for returning visitors and visitor pre-registration because it's something that people already have, can remember easily and they don't have to install anything.

Active Directory integration details
Simply requires an automated export of data from LDAP or other data format into CSV and then upload via our secure and simple to deploy API.

Centrally manage multiple locations
Coming soon

Multiple language support
Coming soon

Trusted by the world's best

ADP

MAGNA

sphero

zenplanner

tripadvisor

techstars

Endeavor ROBOTICS™

YAHOO!

vernay

FLYHT The Future of Connectivity

iHeartMEDIA

Parker

ASU ARIZONA STATE UNIVERSITY

UNIVERSITY OF SOUTH CAROLINA

W+T Withrow Terranova

SONIC HEALTHCARE USA

Get started today

Visit TheReceptionist.com to sign up for a no-risk free trial.

No credit card required.