

**VICAS Hospitality  
UAE-Premium-Version**

**VICAS** (Visitor Identification Capture & Archiving System) is a stand-alone OR networked system for passport / ID card / visa scanning, reading, processing and archiving.

**Front Office Application Software:**

Front office application is an easy-to-use scanning and reading system for passports and UAE National ID Cards. It is ideally suited for hospitality sector and helps users in easy, fast, accurate and automated data entry of guest identification details in the computer systems. The system is also interfaced with the UAE local authority's system for sending the guest information to their website automatically.

VICAS front office application also eliminates the errors associated with manual data entry and creates electronic database to enhance organization efficiency through easy storage, backup, searching, sorting and creating management reports.

**System Features:**

- System reads following information from machine readable passports
  - Family Name
  - Given Name
  - Date of Birth
  - Nationality
  - Passport Number
  - Gender
  - Date of expiry of passport
  - Issuing State, country of residence
- System reads following information from UAE National ID Cards & selected GCC ID Cards based on the availability\* of information.
  - Family Name
  - Given Name
  - Date of Birth
  - Nationality
  - ID card Number
  - Gender
  - Date of expiry of ID card\*
  - Issuing State, country of residence\*
  - Arabic name (National ID card) \*
  - Telephone number (National ID card) \*
  - Date of issue (National ID card) \*
  - Place of Birth (National ID card) \*
- Auto triggering of Passport/ID card scanning
- Facility to reprocess the Passport / ID card details of repeat guests
- Facility for manual data entry for non-machine readable passports and Photo ID Cards
- Facility to use hot keys for menu bar
- Facility to view the room number in drop down box.
- Additional fields for room no., no of accompanying adults / children etc.
- Automatic saving of scan time and scan date (Arrival Date/Time).
- Facility to scan and save multiple clear & sharp images for each guest record
- Image pan & zoom facility
- Facility to view and print guest details, daily report, monthly report, etc.
- Facility to search, view and print records from the database.
- Facility to automatically save the Passport/ID Card images on to a "Date Folder" for use with PMS or other Hotel Systems

**Back Office Application Software:**

Back office application has following functionalities.

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- Easy editing and saving of records
- System will automatically create a "Date Folder" (Containing encrypted text and images of guest identification details after editing by Back Office) compatible with VICAS Smart (New).
- Document search from the entire database based on all or any selected field.
- Management reports: daily and monthly reports, etc.
- Facility to view and print document in the database
- Facility to view and print daily guest check-in reports
- Facility to view and print daily guest check-out report (New)
- Facility to view and print daily guest room change report (New)
- Facility to view and print monthly reports
- Provides text files for easy integration with other IT systems
- Facility to view and print In-house guest report (New)
- Birthday Pop up (New)

#### **VICAS Smart:(Government Website Interface)**

- Easy processing of guest identification details from "Date Folder" created by VICAS BO 4.0.
- Option to select the date folder
- Easy capability to transfer guest details to website
- This module works without any network requirement
- High accuracy of Passport & ID card details
- Color images with size < 30KB.
- Easy to use
- Encrypted text data
- Security dongle (To be used along with VICAS Back Office Application Software)

#### **VICAS Operating environment requirements**

(Supplies are not covered under Samsotech scope of supply and are to be provided by the hotel)

**SERVER:** Microsoft Windows Server 2016 R2 or above,

- MS SQL 2016 Standard or above,
- Intel Dual Core processor or higher
- 8 GB RAM
- 100GB (Minimum) of Free Hard Disk space with "C and D" drive disc Partitions
- Microsoft Dot Net Framework 4.5 or above,
- Microsoft Edge/Chrome or above,

**CLIENT:** Microsoft Windows 10 Professional or above with service pack 2 Windows Installer 2.1.

- Intel Dual Core processor or higher
- 8 GB RAM
- 50GB (Minimum) of Free Hard Disk space with "C and D" drive disc Partitions
- Microsoft Dot Net Framework 4.5 or above,
- Microsoft Edge/Chrome or above,

\*Technical specifications are subject to change without prior notice.\*