

# Certification Tracker



## Overview

Certification Tracker allows you to keep track of attendees and verify the total time they are in a class or seminar. The objective is to certify that a specific individual has completed the required number of minutes for each class, seminar or training session. Certification Tracker consists of:

- A barcode reader that is used to scan the attendees' badges as they come in and out of a session or class.
- Software for your PC that allows you to get reports.

By scanning a person's badge, you capture the badge number, the date and time and whether the individual is checking in or out of the class. Certification Tracker then allows you to create reports that verify the total amount of time the attendee was present for the class or seminar. You can set up the parameters beforehand to give you the reports you need.

## Desktop Application

The desktop application allows you to import data on your sessions (session #, title, start and end times) and attendees (badge # and name). Using the software, you can process all the data from the barcode readers and create individual reports based on the attendees' check in/check out activities. You can also put important information on the report in the form of headers and footers to tailor the report to your requirements.

## Complete Package

The complete package, which includes one barcode reader, is available for \$1995. If more scanners are needed, they can be bought for \$495 each or rented for \$100 each per week. Also, barcode badge design and print software is available and works with any Windows-based printer. LabelWorks 3.0 allows you to print from a database or spreadsheet as well. The cost is only \$125 and comes with our complete instructions to get you started.

## Key Features

- Tracks attendees to and from events by scanning their badges.
- Verifies the total time they attended a class or seminar.
- Creates reports on who attended for how long and who did not attend what seminar or breakout session.
- Option to buy or rent portable barcode reader.

## Benefits

Certification Tracker is fast and accurate. It is simple to use and allows you to:

- Certify attendees and produce certification reports.
- Scan badges and clock check in and check out times.
- Track employee training and coursework.
- Keep your employees in compliance.



*Sample Cipher barcode reader used with the Certification Tracker.*



*The Certification Tracker is simple to use. Just enter the session number and scan the attendee's badges.*



*Use CertificationTracker to ensure that employees attend corporate training sessions for a specific amount of time.*