

# VeriScan

## An Access Control, Age Verification and Data Capture Application

For Desktop Computers and Servers Running Windows OS

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(A product of IDScan.net)

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## VeriScan

Access Control, Age Verification and Customer Tracking Software

*Reads Magnetic Stripe and 2D Barcode (PDF417) from Driver's Licenses (DLs) and State IDs.*

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## Introduction

VeriScan allows the reading, displaying and saving of information encoded in the magnetic stripe or 2D barcode (PDF417) of US and Canadian driver's licenses and State IDs.

An Issuing Authority (a statutorily authorized agent organization that issues driver's licenses and/or identification cards, such as the Ministry of Transport, Department of Motor Vehicles, or a police agency), encodes certain information about a person in the magnetic stripe and/or 2D barcode printed on the back of the ID. That information includes the name of the person, full address, gender, date of birth, and other information required by the issuing authority.

VeriScan is capable of reading practically all US and Canadian standards (excluding DLs from Georgia issued prior to the fall of 2009, due to encryption).

A partial list of DL fields:

- Last Name
- First Name
- Middle Name
- Address1
- Address2
- City
- State
- Zip Code
- Birthday
- Driver's License Number
- License Expiration Date
- Sex
- Height
- Weight
- Hair Color
- Eye Color

## Requirements for VeriScan

- x86 compatible PC computer with MS Windows XP or higher with .NET Framework (free download) and a minimum of 512Mb RAM.

- Magnetic stripe reader capable of reading three tracks (not just two, which is used for a majority of credit cards) or a 2D Barcode (PDF417) scanner.

Please note some devices require necessary adjustments. If you need any help with setting up your device please visit our FAQ section ([www.idscan.net/forum](http://www.idscan.net/forum)) or send an e-mail to [support@idscan.net](mailto:support@idscan.net)

You can find additional information on how to obtain or setup readers/scanners on our web-site [www.IDScan.net](http://www.IDScan.net)

## Installing VeriScan

Step 1: Insert the VeriScan CD-ROM into your CD/DVD drive on your PC.

If you have a feature called "autorun" activated, this will start your installation process automatically.

If you do not have "autorun" activated, you can go to **My Computer** > Click on the drive letter of the CD/DVD drive > click **VeriScanSetup.exe**

Step 2: Follow prompts until you are finished installing the software.

Step 3: Restart your PC.

You can also download the installation file from our website (in that case you do not need a CD):

<http://idscan.net/downloads.html>

## Uninstalling VeriScan

**Step 1:** Go to **Start > Control Panel > Add or Remove Programs**.

- In some operating systems, you will find - **Start > Settings > Control Panel**.

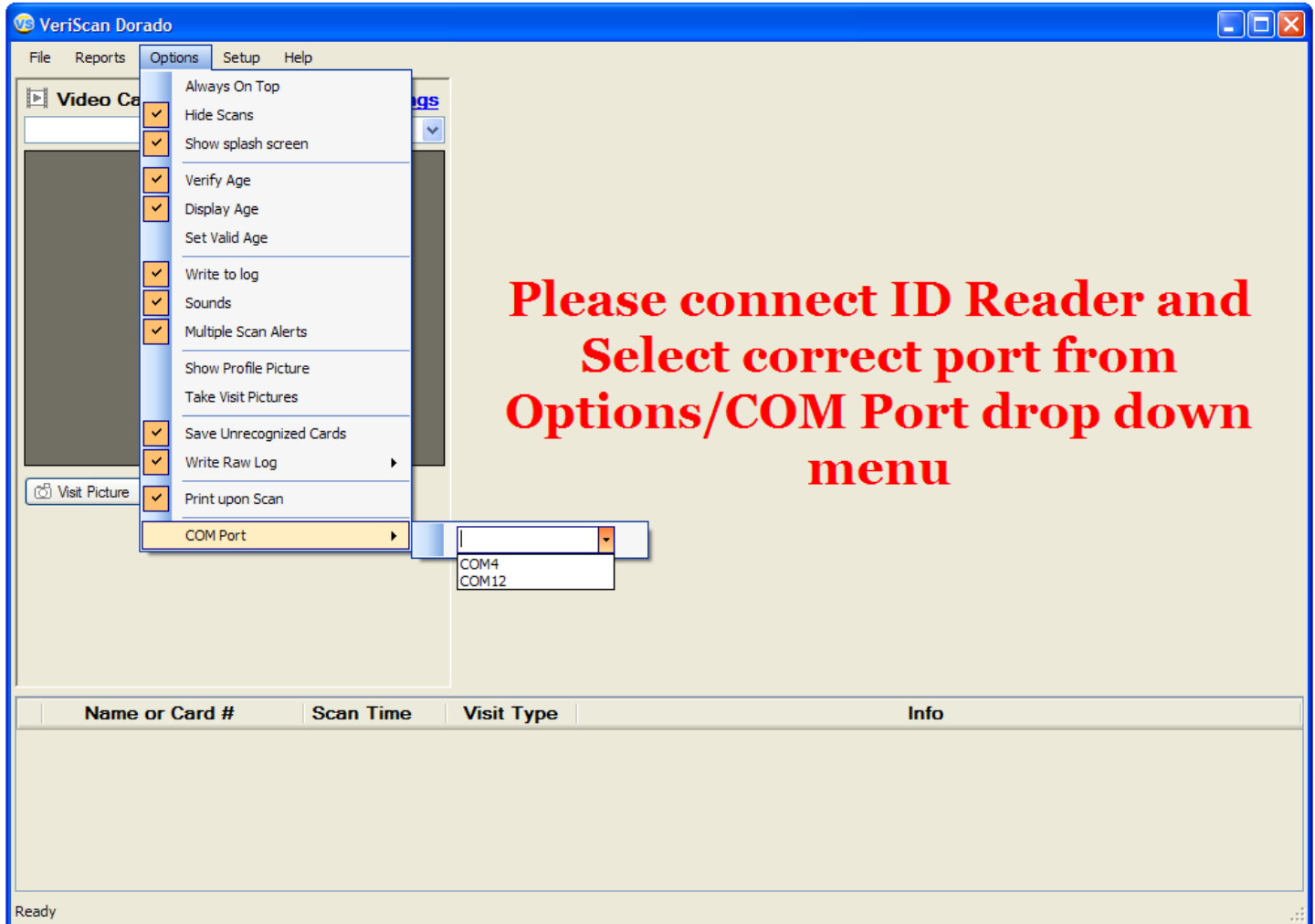
**Step 2:** Select **VeriScan** in the **Add or Remove Programs** window and click "remove."

**Step 3:** In some cases, you will find that when removing software, there will be one or two files that the operating system will ask if you want them removed since they may be shared by other programs. If you are unsure, always opt to keep these files.

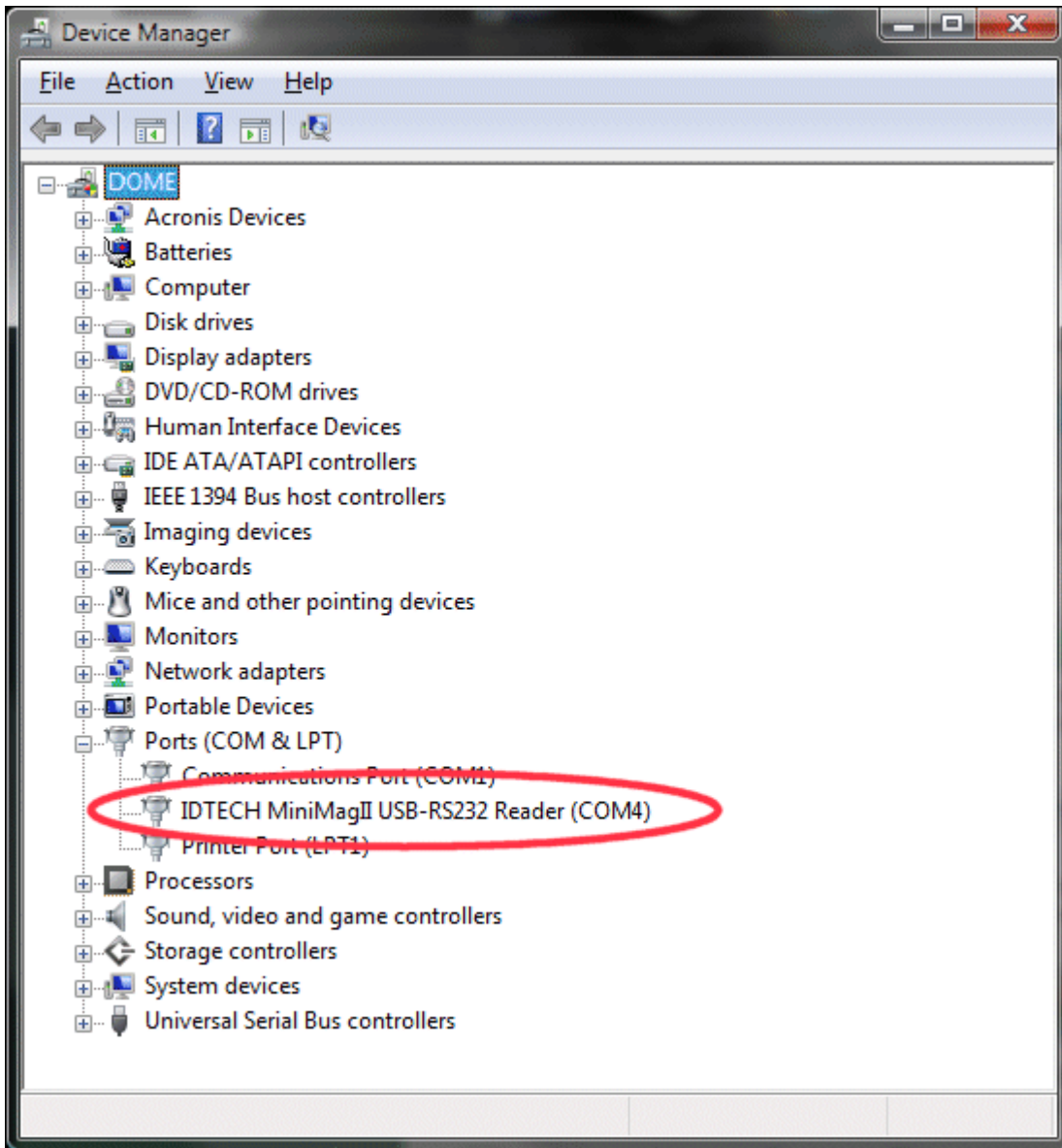
## Getting Started

### *VeriScan Hardware Configuration Technique*

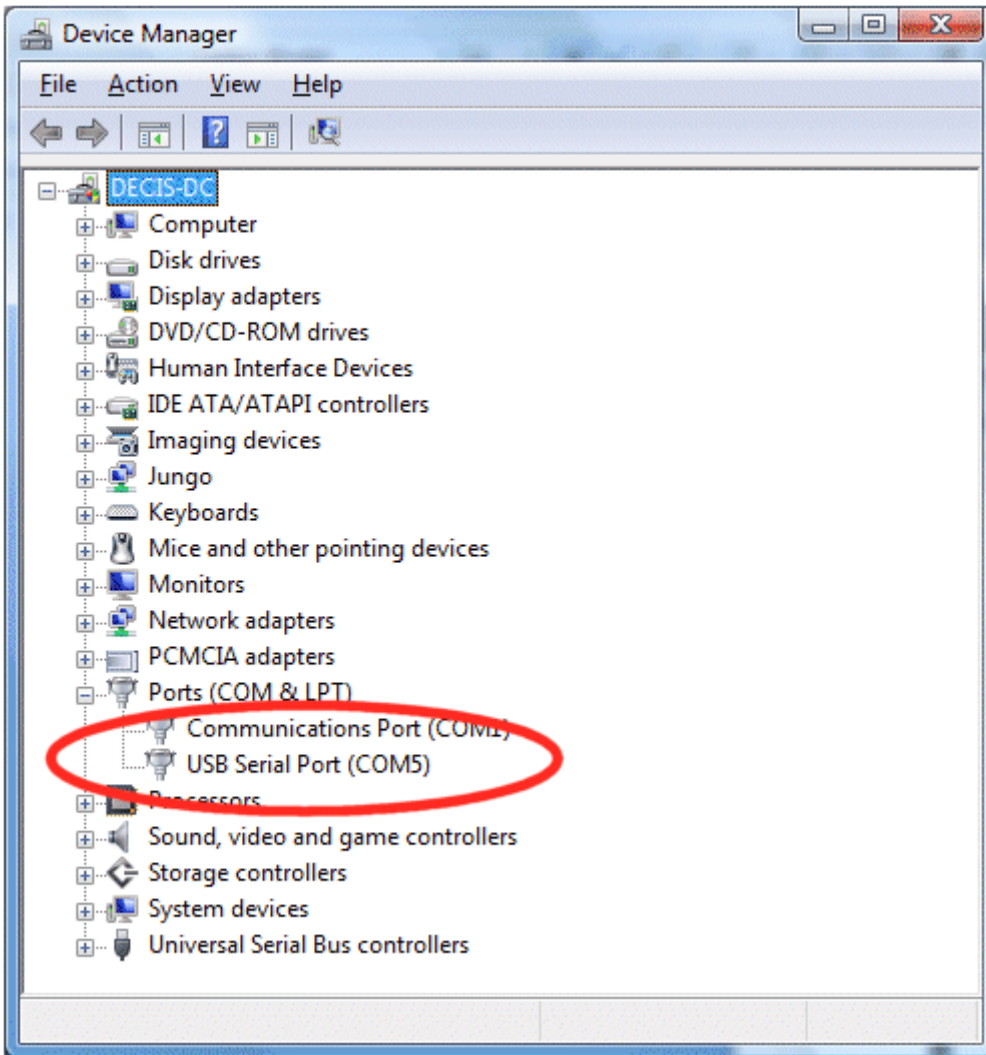
Once the VeriScan application is installed, please make sure to configure the software properly to work with the hardware of your choice. This is done by selecting the **Options** tab from the main menu of the program:



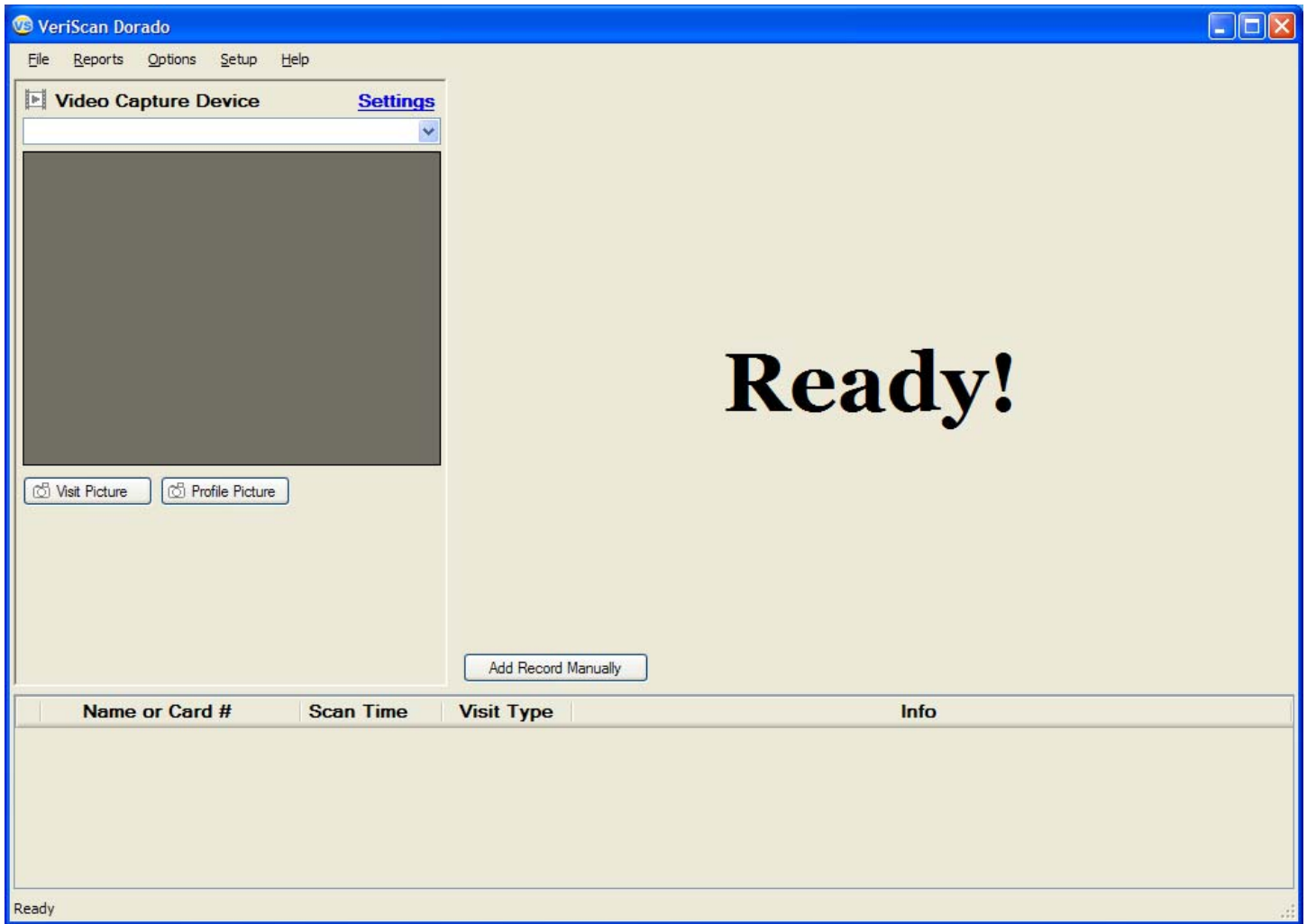
Please note that E-seek devices as well as magnetic readers with USB cables are considered “Serial Devices” and thus need to be configured accordingly. You can only use one scanning device at a time. If you are not sure which COM port to select for your reader, simply go to the **Start/Control Panel/System** and select the **Hardware** tab. Then click **Device Manager** and take a look at the setting under Ports (COM and LPT). The USB magnetic card reader should look similar to the one illustrated in the picture below (note COM4 Port):



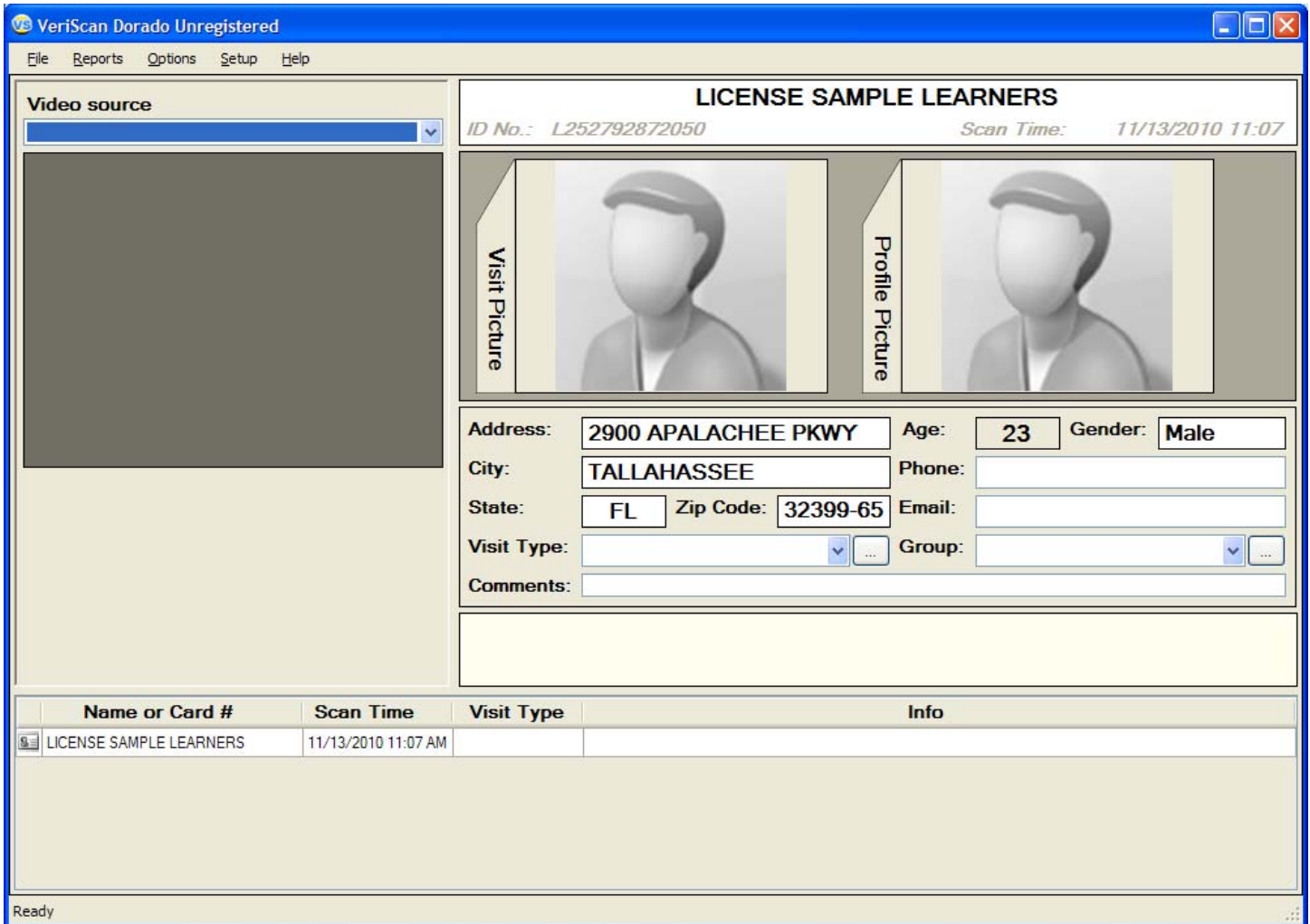
E-seek devices look similar to this picture (note COM5 Port):



After installing a card reader device and an optional web camera on your computer, run the VeriScan program. Make sure the program's window is active and that you see the word "Ready!" on your screen:



Just slide an ID through the reader and the program will decode information and display the owner's name, ID number, scan time, address, age in full years (optional) and gender. You then will be able to type in a phone number, an e-mail address and comments as well as select visit type and assign an ID holder to a group (using the drop down menu located in the right portion of the screen).



This information will be displayed for as many seconds as is designated in the **Options/Hide Results** menu. It will then be replaced with **Ready**. Information regarding the last 4 scanned IDs will still be available at the bottom of the program window.

When **Ready** is displayed at the bottom left corner of the screen, the program is ready to process the next DL/ID. If after sliding an ID you see the note: "ID Card cannot be read," try the following:

- Slide the card again.
- Check the magnetic stripe. If it appears damaged, enter the data manually (using the **Add Record Manually** button on the main screen) or use the 2D Barcode (where available).

## Card Editor

After an ID has been scanned, you will have an option to open a Card Editor (by clicking on the Customer Record in the lower pane of the screen). It allows the editing of a customer's record:

**VeriScan Dorado - Card Editor**

**Customer Info**

**First Name** Swap Names  
COMMERCIAL

**Middle Name**  
DRIVER

**Last Name**  
SAMPLE

**Birthdate** 2/24/1979 **Gender** Female **Group** VIP

**Phone** 504-111-1111 **Address** 123 MAIN ST

**E-Mail** test@test.com **City** TOPEKA **State** KS **Postal Code** 12345

**Card Info**

**ID#** 000000260

**Expiration date** 3/24/2007

**Other Info**

Active

**Created** 10/24/2010 9:49 PM

**Last Access** 12/30/2010 12:24 AM

**Comments**

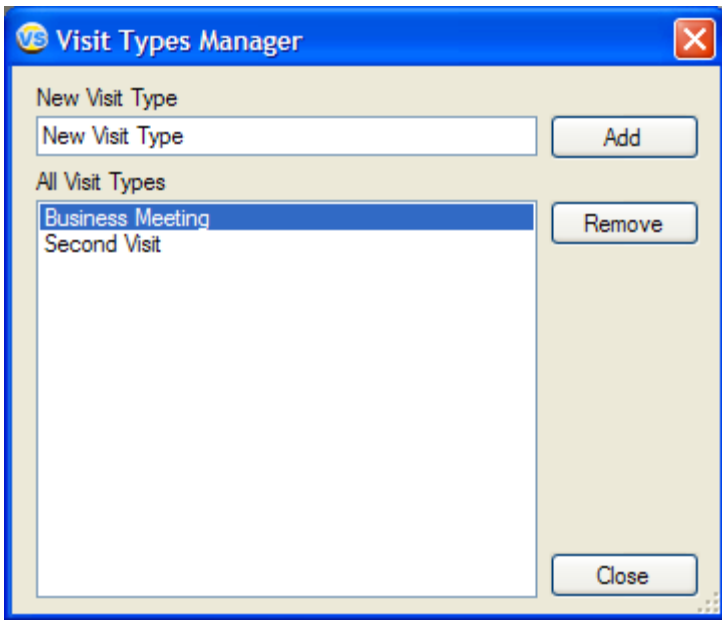
Type your comments here.

OK Cancel

Card Editor is also available via Card Manager (**File/Card Manager** or press Ctrl+M).

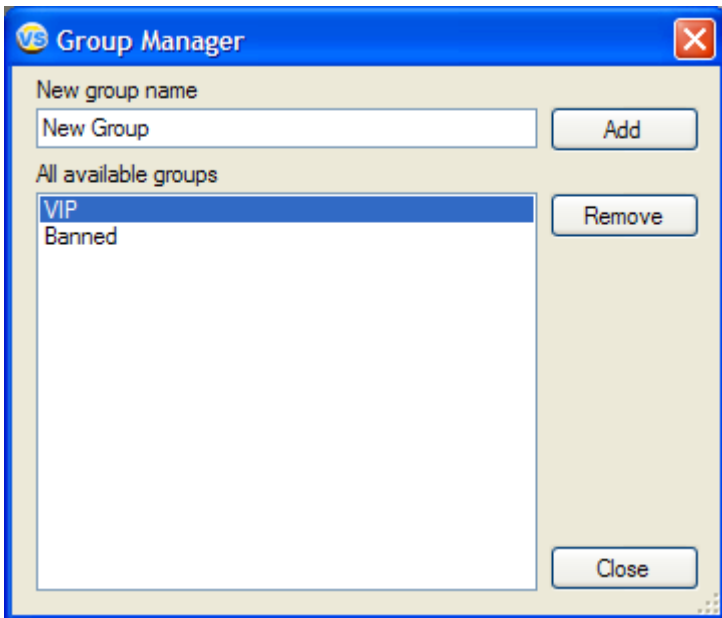
## Manage Visit Types

If your establishment tracks customers by purpose of visit, you may create an unlimited number of them for the drop down menu **Visit Type**. Go to **File/Manage Visit Types** or press Ctrl+M. Please note that a Property Visit Type is associated with a singular ID scan while a customer might have many Visit Types.



## Manage Groups

If your establishment tracks customers by groups, you may create an unlimited number of them for the drop down menu **Group**. Go to **File/Manage Visit Types** or press Ctrl+G. Please note that property Group is associated with a singular ID (unlike Visit Types). One customer may belong to only one Group at any given time.



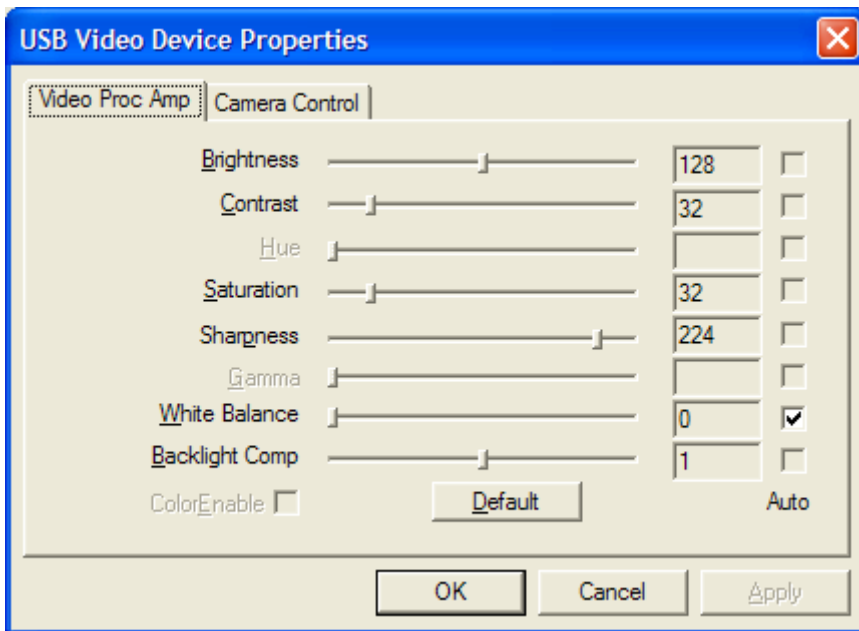
## Working with an Optional Camera

VeriScan Dorado has the ability to capture and store Profile and Visit Images of your customers via a connected USB camera. A Profile Image is permanently stored with other records of a customer, while a Visit Image is associated and stored with a one-time card scan. In addition to taking a

photograph of a customer, you might also use Visit Image to take a picture of a Customer ID, vehicle number, etc. Please note that only one image can be stored with an ID scan (you can take an unlimited number of pictures but only the last one will be saved).

To take a Profile picture simply click on the **Profile Picture** button or the area inside the Profile Picture window. To take a Visit Picture, click on the **Visit Picture** button or area inside the Visit Picture window.

To adjust the settings on your camera, click on **Settings** next to **Video Capture Device** and a window pops up:



## Versions

-The **Demo** (Complimentary) evaluation version includes 100 scans and is fully functional. In this mode, the program saves every 5<sup>th</sup> scan into the log-file in a comma-delimited format. (.CSV files can be opened in MS Excel or Notepad)

- The **Registered** fully functional version allows more than 100 scans. In the Registered mode, all scanned information is saved in a log file.

## Registration

A demo (complimentary) mode of the program allows only 100 scans. In demo mode, the program will save every 5<sup>th</sup> DL read to the log file. After 100 scans, you will have to either uninstall the program or pay upon registration for the full program.

To pay for full registration you need to go to our web-site [www.IDScan.net](http://www.IDScan.net) (or simply click **Help/Purchase License**) and pay either using our secure server (all major credit cards are accepted), Google Checkout or PayPal. All options are 100% secure and guaranteed. Then send us your *Computer ID* by going to **Menu Help > Registration > Send by E-mail**. You can also email the

Computer ID to [support@idscan.net](mailto:support@idscan.net) along with your order number.



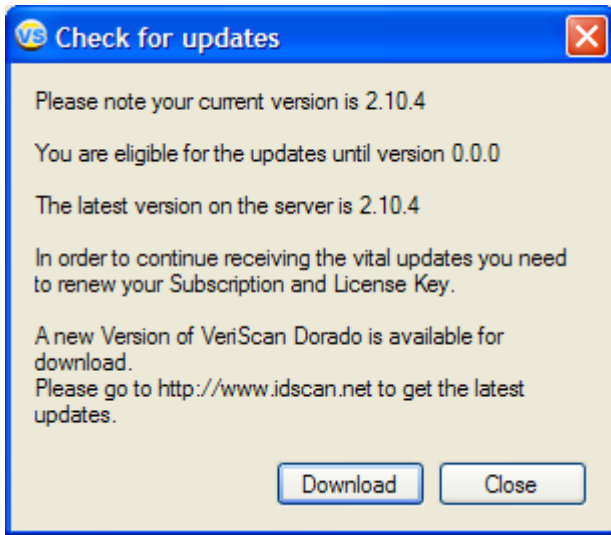
After the *License Key* is entered, the program must be restarted. You can view the status of your Registration via the **About** menu.

## Subscription Renewal

In order to take advantage of ID format updates that are being released by different issuing authorities, you will have to go through a process of subscription renewal. To do that simply email two pieces of information to [support@idscan.net](mailto:support@idscan.net): your *Computer ID* and *License Key* (see Registration section above for more details). This is not a mandatory requirement, but it is highly recommended so that your device can continue functioning accordingly and you take advantage of all new features and updates as they are released.

## Software Updates

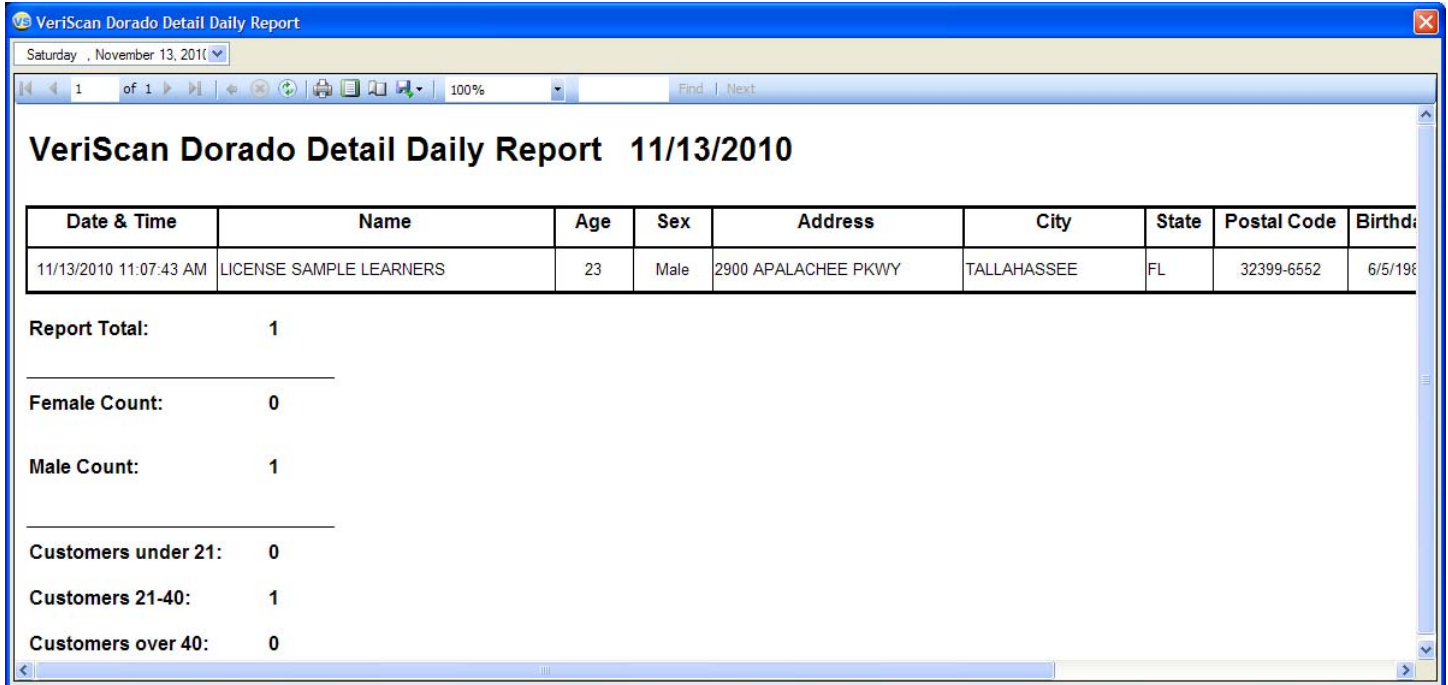
To check on the most recent software updates go to **Help/Check for a New Version**. A screen similar to the one below will appear:



This screen reflects your eligibility for the updates. It shows: 1) The version you currently have installed, 2) The version you are eligible to receive updates for (based on your paid subscription) and 3) The latest version available on our server.

## Reports

In addition to exporting a data log (that has all available information, including time stamps of the scans), VeriScan offers Detail Daily Reports via the **Reports** Menu. Simply select the date from the drop down calendar. The report can be saved in Excel, Word or PDF format and offers a quick summary breakdown of customers in addition to providing details such as name, age, gender, address, scan time, date, etc.



The screenshot shows a window titled "VeriScan Dorado Detail Daily Report" for Saturday, November 13, 2010. It displays a table with the following data:

Date & Time	Name	Age	Sex	Address	City	State	Postal Code	Birthdate
11/13/2010 11:07:43 AM	LICENSE SAMPLE LEARNERS	23	Male	2900 APALACHEE PKWY	TALLAHASSEE	FL	32399-6552	6/5/1986

Below the table, the following summary statistics are listed:

- Report Total: 1
- Female Count: 0
- Male Count: 1
- Customers under 21: 0
- Customers 21-40: 1
- Customers over 40: 0

In addition to providing reports, this option has a **Find** feature to quick search data by any text string.

## Custom Reports

VeriScan allows you to design custom reports using the following fields:

[DateTime]

[FullName]

[Address]

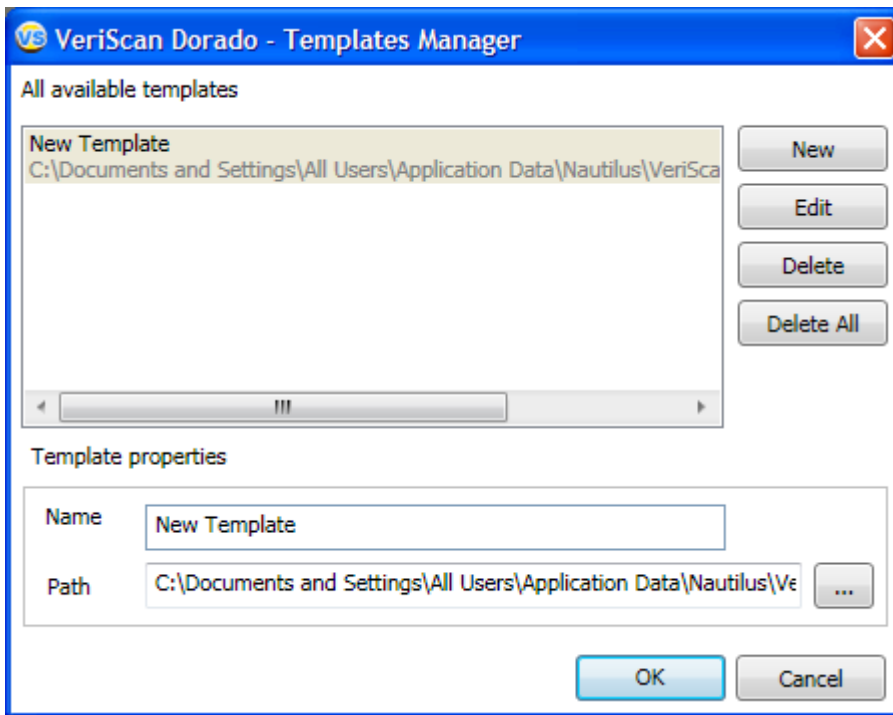
[City] [State] [ZIP]

[Birthdate] [Age]

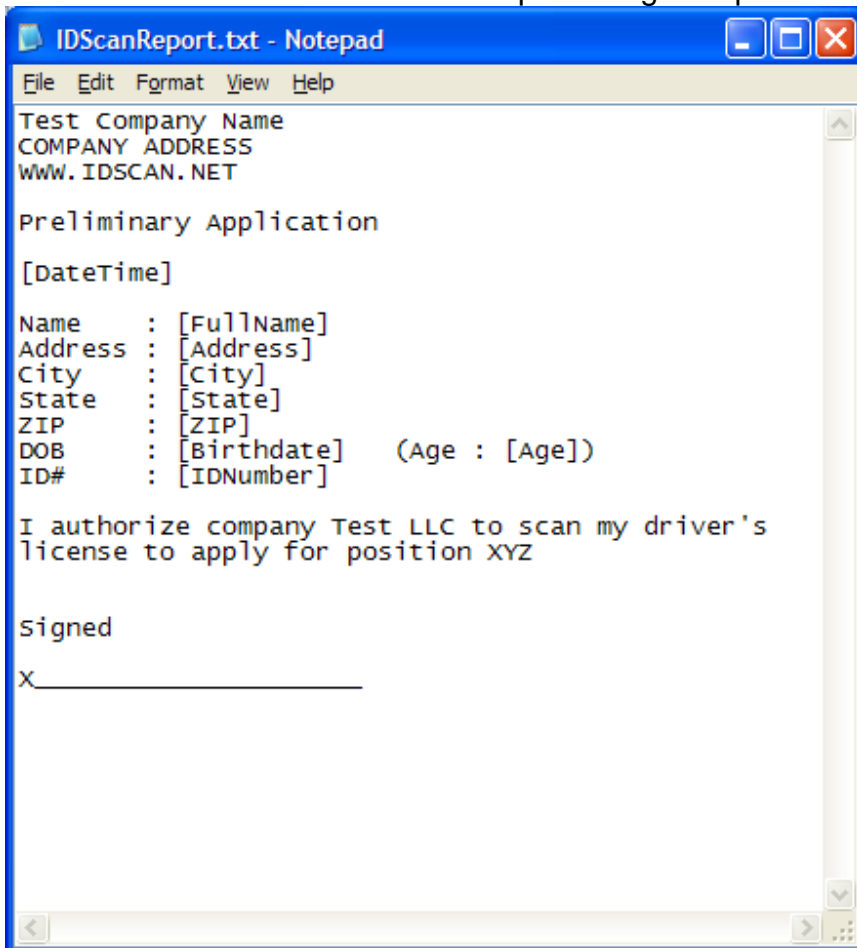
[IDNumber] and any alpha numeric characters, such as "Company Test Inc."

(Please note: the quotation marks are not necessary).

Each VeriScan has a preinstalled Default Report Template located in **C:\Documents and Settings\All Users\Application Data\Nautilus\VeriScan\Reports\** folder.



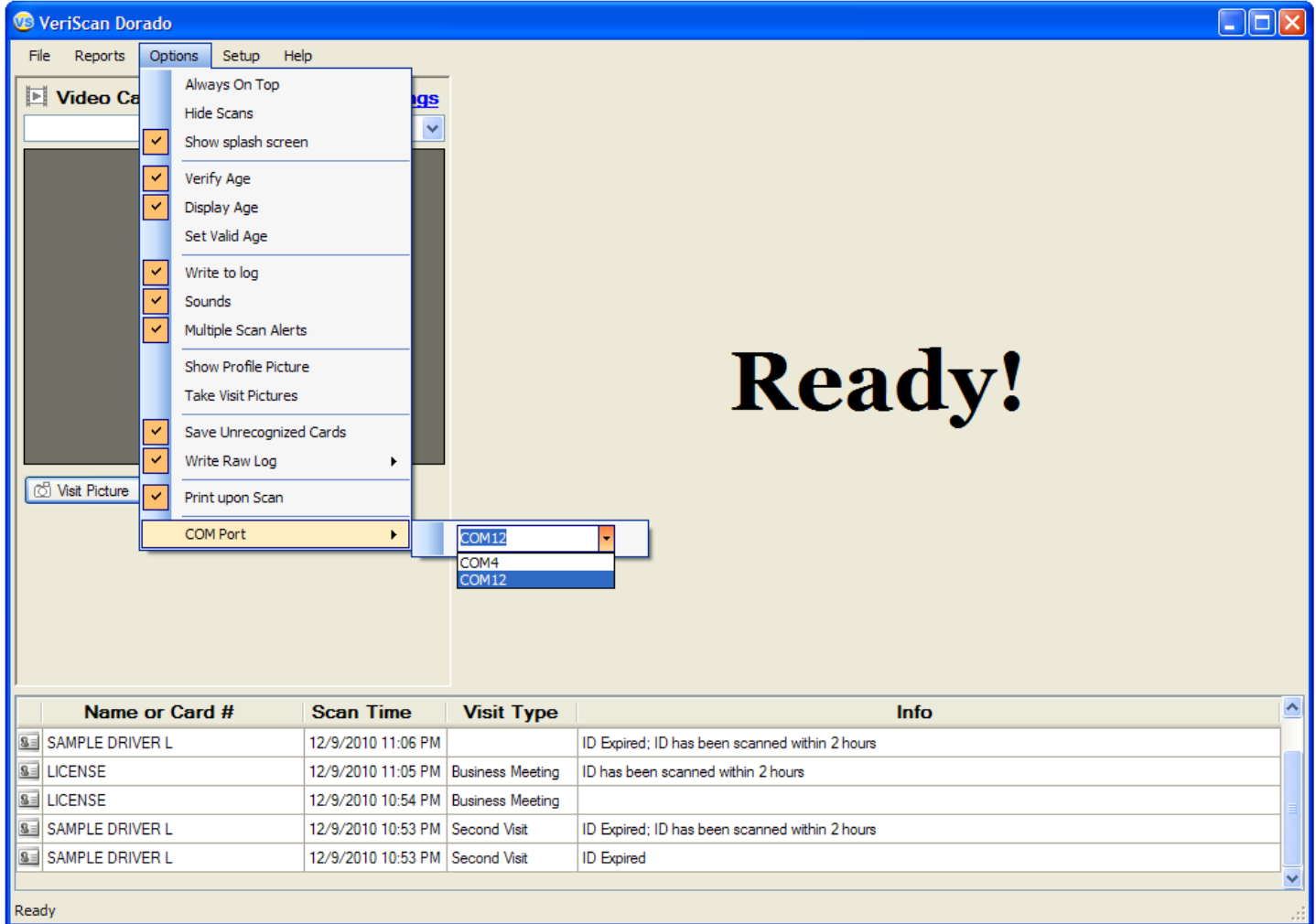
Feel free to customize this default report using Notepad or any other text editor.



The custom report will be printed on a default printer automatically upon selecting the option **Print (Default Template) upon Scan**. The report can be configured as print badges, authorization forms, applications, etc.

## Options

To access various options and features of VeriScan, click **Options** from the Main Menu. The drop down menu appears:

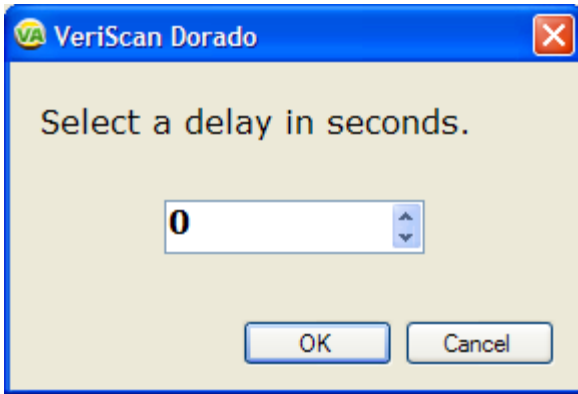


### - Always On Top

VeriScan windows will remain visible regardless if it is active or not.

### - Hide Scans

Use this option to set up the number of seconds results from ID scan should stay on the screen. Default value is 5 seconds; use 0 second to keep results on the screen until the next scan.



### - Verify Age

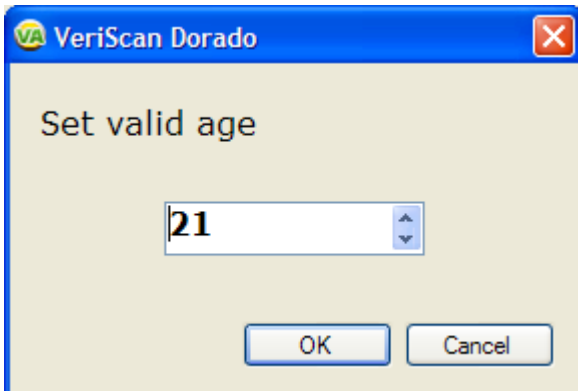
This option is set by default and allows a user to conduct age verification of customers. When age verification is not important, one can deactivate this feature.

### - Display Age

Under certain circumstances, a user may want to disable the actual age displayed on the computer monitor when running the program. If option **Display Age** is NOT selected then only one of two words will appear when ID is scanned: **Failed**, if ID holder is under the age limit (determined in **Options/Setup Valid Age**) or OK, if otherwise.

### - Set Valid Age

This option allows a user to flag underage visitors by displaying their age in red (overage will be shown in green color). You can manually enter a number associated with Valid Age by selecting **Set Valid Age** from the **Options** Menu (it is set to 21 years old by default).



### - Write to Log

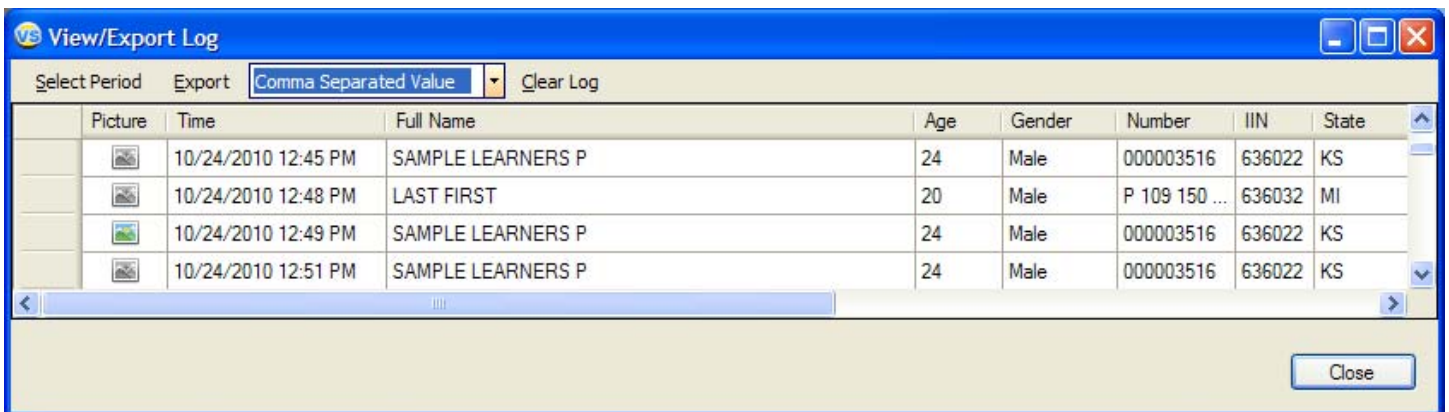
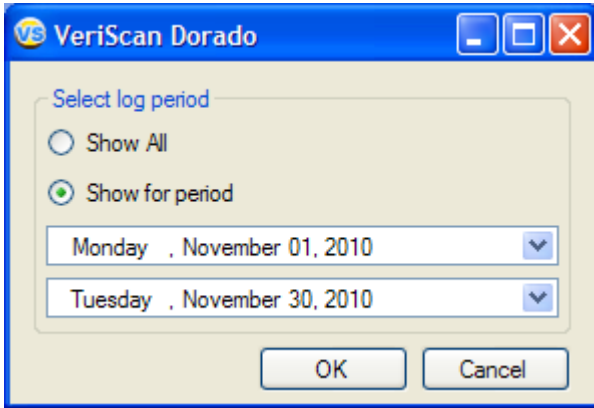
The program lets you save ID information to a log file. To view/export data, go to **File/View/Export Log**. The file is saved in the following formats: Text, Unicode Text, HTML or CSV (Comma Delimited File). You can open a CSV file with practically any program intended to work with data (for example,

MS Excel, MS Access, Lotus Office, etc.). You can also import this file into any modern database. You can enable or disable log creation (menu **Options > Write to Log**).

The log-file can save the following fields:

Date/Time of ID scan, Full Name, Age, Gender, ID Number, City, State, Zip, Address, Date of Birth and Comments.

The log can be exported for all dates available or a certain period (such as a day or a week).



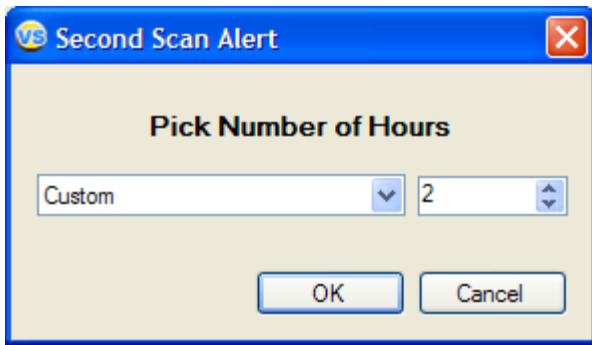
Please note that this option is NOT available by default.

### - Sounds

Use this option to alert the program operator about an underage customer via sound.

### - Multiple Scan Alerts

If you there is a business need to detect multiple scans of the same ID within a certain number of hours, this task is accomplished via the **Multiple Scan Alerts** option. Simply program VeriScan to alert you about a second (third, fourth and so forth) scan via the **Multiple Scan Alerts** menu (min. value = 1 hour) and a warning message will appear the next time the very same card is scanned.



#### - Show Profile Picture

A profile picture is an original picture taken when an ID is scanned for the FIRST time. This option will allow the operator to compare the original picture stored in the database with a visitor's appearance.

#### - Take Visits Picture

Use this optional feature to photograph visitors every time their ID is scanned. Pictures will be stored in a database for future reference.

#### - Save Unrecognized Cards

Any unrecognized cards can be saved in a special folder if this option is checked.

#### - Write Raw Log

This option allows developers of this program and other computer professionals to take a closer look at the actual data that is stored on the IDs that you scan.

Please note that this option is NOT available by default.

#### - Print (Default Template) Upon Scan

If you have a printer connected to the computer, system will automatically print a report (set up as default template) using a default printer.

#### - Serial Port

A very important option is to select the proper port that will work best with your scanner (see the **Getting Started** section above). It must be selected prior to scanning cards otherwise the program will not work.

VeriScan supports different types of devices, such as the E-Seek reader device. The E-Seek Model 250, that we offer, incorporates a magnetic stripe reader with 2D



barcode reading technology. The Model 250 can read any government-issued ID card with magnetic stripe information and 2D barcodes. This creates a **single device for reading virtually all government-issued ID's**. The data is also transferred to the host device via USB. In case you have both magnetic stripe and 2D types, the E-Seek model is the best solution.



VeriScan also works with USB magnetic readers (three tracks) and 2D barcode scanners such as Metrologic, although this type of optical scanner is not designed to read IDs and scanning takes much time and effort.

## Contacts

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[www.IDScan.net](http://www.IDScan.net)