



# SITEMASTER 200

Version 3.0

## System Requirements

<b>Operating Systems:</b>	Windows 98 or better
<b>Memory:</b>	Dependent on operating system used and number of records maintained, follow your operating system's guidelines
<b>Storage:</b>	30Mb on hard drive to install 40-200Mb fully loaded
<b>Input Devices:</b>	CD-ROM
<b>Display:</b>	1024x768 min. resolution
<b>Peripherals:</b>	Mouse recommended

**Gain Control. Keep Control**

A complete key and facility management software for end users and service providers in commercial, industrial, institutional, and government applications.

## End Users

- Advanced audit trail for keys and key rings as they are created, issued, returned, lost, damaged or not yet assigned
- Manage keys, assets, hardware, and personnel
- Password protect access to give different users different levels of access to screens and data
- Print receipts, tracking reports and budgeting reports
- Maintain hardware distributor contact information and their associated discount pricing

## Service Providers

- Create, expand or maintain your customers' key systems
- Create individual databases for every customer site you manage
- Email seamlessly any changes between you and your customers' sites
- Manage doors, door hardware, building, key and cylinder information
- Support different key brands and multiple key systems
- Customize colors and fonts of displays (even match pins to your pinning kits!)
- Import room, door, cylinder, door hardware and key hardware schedules directly from SpecWorks, eliminating data entry!

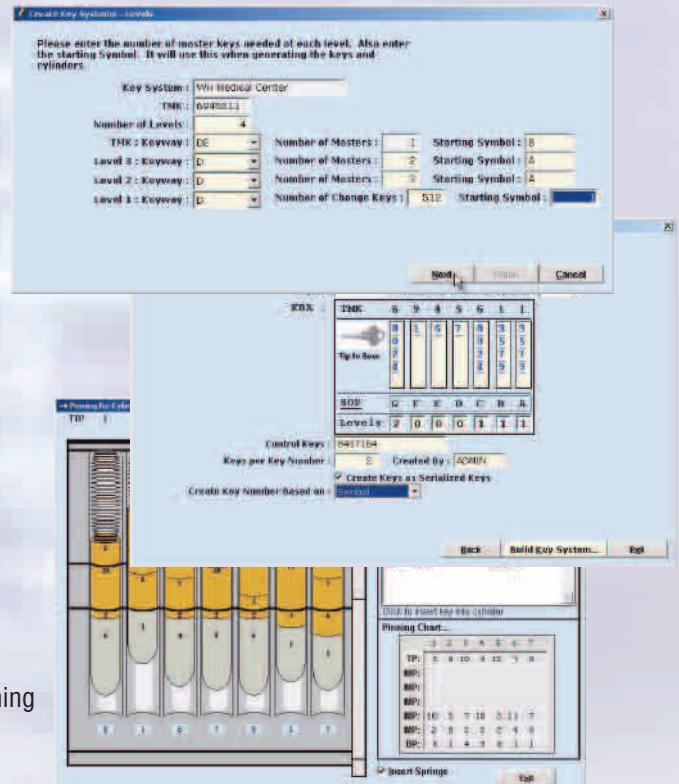
## Loading Data

- Data Wizards quickly handle the task of issuing keys and key rings. Multiple rooms, doors and hardware can be created and loaded all at once.
- Assign hardware groups, keys, cylinders, door types, door ratings, departments, room functions, warranty start dates and then create room records all at once.
- Import hardware schedules directly from Ingersoll Rand Specworks.
- Import keying information from Ingersoll Rand factory for factory generated systems.
- Import your Best Keystone system to Ingersoll Rand Sitemaster 200.



## Key System Management

- Generate new, expand or reproduce existing systems in minutes
- Manage your systems by client, manufacturer and Top Master Key
- Handle multiple cylinders on a door (pinned to different change keys) and multiple doors in a room
- Easily add, remove and assign doors, cylinders and hardware
- Define your expansion specification and set up your key symbols
- Use several methods of key serialization
- Manipulate the Key Bitting Array: change order, levels and sequence of progression
- Identify incidental keying
- Show or hide key bittings
- Support 1-7 chamber systems, sidebars and SFIC control keys
- Pinning screen offers virtual representation of the actual cylinder for pinning



## Key Control

- Track keys by tag number eliminating need to sort by buildings and room on key boards
- Maintain a complete key history from creation to issued, lost, returned, damaged or not yet assigned
- Serialize keys for audit trail information: who can duplicate, who was issued keys, and maintain accurate inventory of keys
- Identify keyholder of lost and recovered keys
- Set up deposit fees and/or due dates for issued keys
- Easily transfer all keys/rings or a single key/ring from one individual to another
- Issue keys by room number or key number
- Display electronic signatures of personnel for authorization verification
- Track who created a key and when

**Key Number Assignments** Date: 07/30/2006 11:16:21 Page: 1

Key System = Wellsworth Hospital (132722) Sort by Key Number

Key System	Key Number	Symbol	Tag Number	Bitting	Serialized	Assigned
Wellsworth Hospital	CEPAB	AB	2	312722	No	No
Change Key For: None						
Also Operates: Wellsworth Hospital / 105, Wellsworth Hospital / 106, Wellsworth Hospital / 108, Wellsworth Hospital / 101, Wellsworth Hospital / 102, Wellsworth Hospital / 104, Wellsworth Hospital / 107, Wellsworth Hospital / 109, Wellsworth Hospital / 103, Wellsworth Hospital / 110, Wellsworth Hospital / 111, Wellsworth Hospital / 112						
Wellsworth Hospital	CEPAB	ABA	3	392722	No	No
Change Key For: None						
Also Operates: Wellsworth Hospital / 105, Wellsworth Hospital / 106, Wellsworth Hospital / 108, Wellsworth Hospital / 101, Wellsworth Hospital / 102, Wellsworth Hospital / 104, Wellsworth Hospital / 107, Wellsworth Hospital / 109, Wellsworth Hospital / 103, Wellsworth Hospital / 110, Wellsworth Hospital / 111, Wellsworth Hospital / 112						
Wellsworth Hospital	CEPAB01	AB003	4	394044	No	Yes
Change Key For: Wellsworth Hospital / 105, Wellsworth Hospital / 106, Wellsworth Hospital / 108						
Also Operates: None						

## Building and Room Management

- Assign address and list of contact personnel for each building
- Track departments, square footage, function, doors, door hardware, operating keys and assigned assets
- Track hardware purchase date, warranty, life cycle, ADA status, quantity and cost
- Assign inventory or stock numbers with attached image file
- Track room signage for size, style, color
- Manage doors assigned to rooms including door type, function, door hardware and cylinder(s)
- Attach image file to room (such as floor plan)
- Report on replacement budget, high security rooms based on assets, non-compliant hardware, square footage by department, etc.

**Key Number Audit with BuildingRooms** Date: 07/30/2006 11:05:12 Page: 1

For Key System Wellsworth Hospital

Key System: Wellsworth Hospital

Key Number	Symbol	Bitting	Tag Number	Serialized	Created	Issued	On Ring	Destroyed	Lost	Balance
CEPAB01	AB001	394044	4	No	0	0	0	0	0	1
Building Room Number Door Number Department Function										
Wellsworth	105	105		Administration	OFFICE					
Wellsworth	106	106		Administration	OFFICE					
Wellsworth	108	108		Administration	OFFICE					
Total rooms for this key: 3										
CEPAB02	AB002	394044	5	No	0	0	0	0	0	1
Building Room Number Door Number Department Function										
Wellsworth	101	101		Administration	OFFICE					
Wellsworth	102	102		Administration	OFFICE					
Wellsworth	104	104		Administration	OFFICE					
Wellsworth	107	107		Administration	OFFICE					
Wellsworth	109	109		Administration	OFFICE					
Total rooms for this key: 5										

## Asset Management

- Assign assets to rooms by identification number, serial number, description, department, asset type, current value, initial value, purchase date, warranty and location
- Easily transfer assets from one room to another
- Attach image file of asset
- Supply detailed asset information in event of theft including everyone that has access to it with keys
- Every room has Asset Value that totals all the assets assigned to that room, allowing matching of security level to asset value

ID	Description	Room	Value
10000	Printer 1000	100	100.00
10001	Printer 1001	100	100.00
10002	Printer 1002	100	100.00
10003	Printer 1003	100	100.00
10004	Printer 1004	100	100.00
10005	Printer 1005	100	100.00
10006	Printer 1006	100	100.00
10007	Printer 1007	100	100.00
10008	Printer 1008	100	100.00
10009	Printer 1009	100	100.00
10010	Printer 1010	100	100.00
10011	Printer 1011	100	100.00
10012	Printer 1012	100	100.00
10013	Printer 1013	100	100.00
10014	Printer 1014	100	100.00
10015	Printer 1015	100	100.00
10016	Printer 1016	100	100.00
10017	Printer 1017	100	100.00
10018	Printer 1018	100	100.00
10019	Printer 1019	100	100.00
10020	Printer 1020	100	100.00

## Personnel Management

- Track everyone in database, not only those issued keys
- Store photo identification and electronic signatures
- Maintain ID numbers, addresses, email, position and department

ID	Name	Position
48323448000000	Jill Sanders	Administrative
48323448000001	Jill Sanders	Administrative
48323448000002	Jill Sanders	Administrative
48323448000003	Jill Sanders	Administrative
48323448000004	Jill Sanders	Administrative
48323448000005	Jill Sanders	Administrative
48323448000006	Jill Sanders	Administrative
48323448000007	Jill Sanders	Administrative
48323448000008	Jill Sanders	Administrative
48323448000009	Jill Sanders	Administrative
48323448000010	Jill Sanders	Administrative



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