

● PRODUCT BROCHURE

Visitor Management, reimagined

Transform every visitor's arrival into a secure, connected and professional experience — from kiosk check-in to meeting-room readiness.



Secure



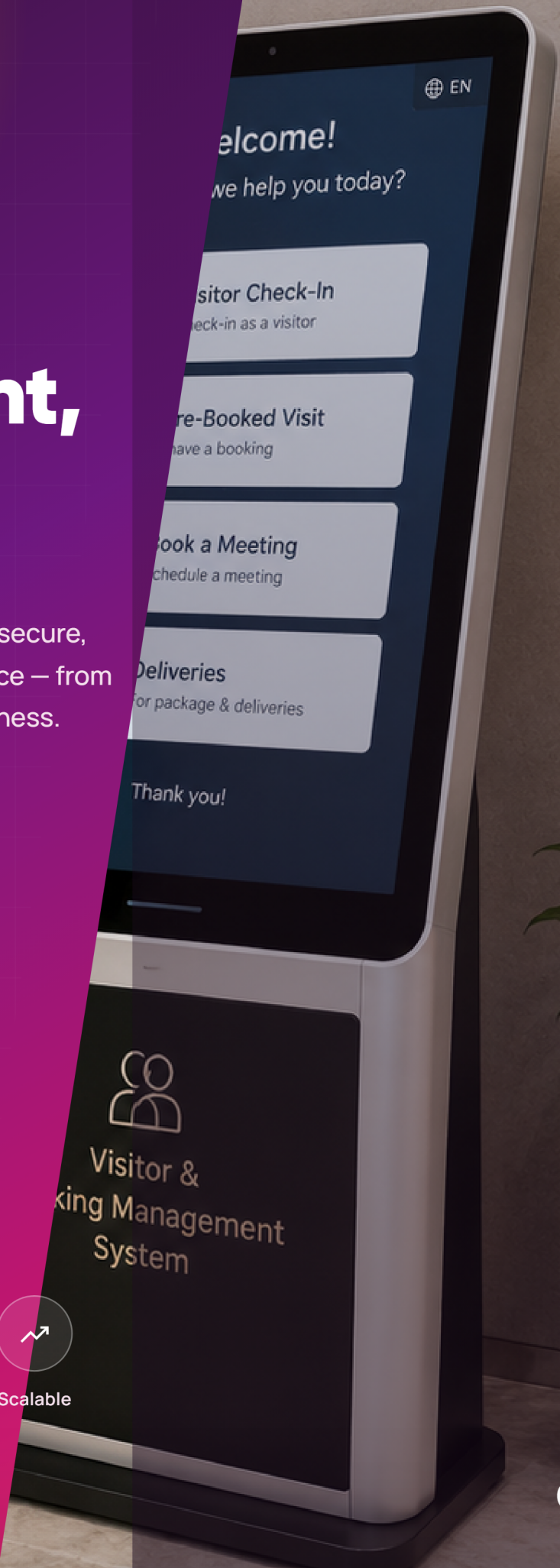
Smart



Seamless



Scalable



01 • THE PLATFORM

One platform for the entire visitor journey

MeetWise is an end-to-end Visitor Management System that helps organizations modernize reception, strengthen site security and deliver a seamless arrival experience for every guest – from kiosk check-in and host approval to badges, reporting and meeting-room integration.



Fast check-in

QR, ID, passport and kiosk-based visitor registration.



Secure approval

Host notifications, one-tap approval and full audit trail.



Meeting ready

Room booking, room display and visitor-pass integration.

Why choose MeetWise?

Visitor security, reception automation and meeting-room coordination in one platform – a polished first impression with stronger operational control.



Professional first impression

Branded self-service check-in with optional badge printing.



Faster arrivals

QR pre-registration, ID/passport scanning and simple data capture.



Better security

Host approval, photo capture, encryption and complete audit records.



Connected meetings

Link invitations to room bookings, displays and live room status.

02 • END TO END

Every stage, from invite to arrival

Visitors are invited in advance, checked in quickly at the kiosk, approved remotely by the host and guided to a confirmed room – managed before arrival, at reception, during approval and inside the meeting room.

Before arrival

- > Pre-register via web portal, API, email, SMS or WhatsApp.
- > Send QR code visitor passes ahead of the visit.
- > Attach a meeting-room booking to the invitation.

At reception

- > Check in by QR code, Emirates ID, passport or manual entry.
- > Kiosk captures visitor info, photo and visit purpose.
- > Hosts get instant notifications to approve or deny remotely.

Visitor workflow at a glance

A secure, trackable process from the front door to a meeting-ready room.

- 1 Visitors are invited or arrive at reception.
- 2 Check in via QR code, ID, passport, kiosk or UAE PASS.
- 3 Host receives details and approves or denies access.
- 4 MeetWise creates the record and confirms the assigned room.
- 5 Visitor receives a QR pass and proceeds to the room.
- 6 Room display confirms availability, booking and readiness.

03 • KEY CAPABILITIES

The tools to automate reception

Everything needed to secure visitor access, speed up the lobby and improve visibility across every site.



Self-service kiosk

Fully unattended visitor check-in for reception lobbies.



ID & passport scanning

Supports Emirates ID, international passports and licenses.



Visitor badge printing

Badges with details, photo, QR code and assigned room.



Host approval

Approve or deny access from smartphone, email or SMS.



Reports & analytics

Visitor logs, on-site headcount, exports and dashboards.



API & webhooks

Integrate visitor flows with enterprise and automation tools.

HOST APPROVAL & SECURITY

A secure approval layer before access

Hosts and security teams get better control over every visit — with a full record of who decided what.



Instant notification

Email, push notification or SMS.



Rich visitor details

Photo, company, reason, mobile, ID and room.



One-tap decision

Approve or deny entry from a smartphone.



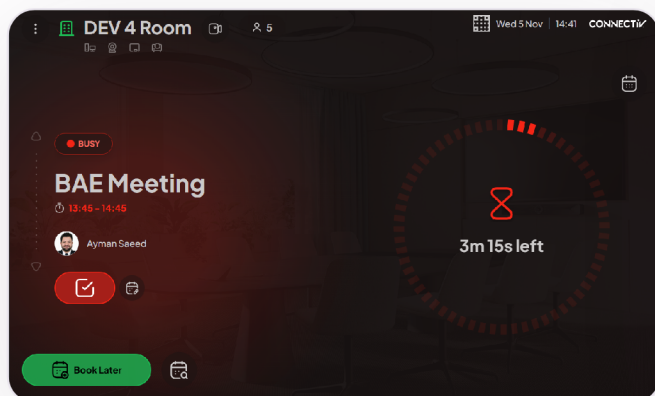
Audit trail

Every approval, denial and booking is logged.

04 • MEETING ROOM INTEGRATION

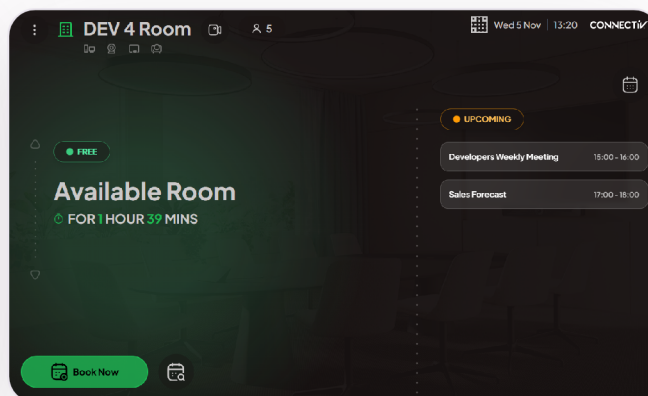
Beyond the lobby, into the room

MeetWise connects the visitor pass to a confirmed meeting room. Hosts reserve rooms, confirm arrival and manage activity through the MeetWise Endpoint room display.



● Busy – in use

Live countdown to meeting end, occupancy and quick "book later" actions.



● Available room

Today's timeline, current time marker and one-tap "book now" availability.

Room booking

- ✓ Instant or scheduled booking
- ✓ Mobile booking via room QR code
- ✓ Find and book nearby rooms
- ✓ PIN-protected booking actions

Room display experience

- ✓ Live room status and LED indicators
- ✓ Today's calendar and countdown widgets
- ✓ Catering and room-issue requests
- ✓ Custom themes, branding and signage

05 • MEETWISE ENDPOINT

20+ room features in one device

The MeetWise Endpoint room display turns every meeting room into a self-managing space — booking, check-in, security and signage in a single, configurable device.



Booking & scheduling

- ✓ **Book Now or Book Later**
Instant or scheduled, with live availability.
- ✓ **Find & book nearby rooms**
Locate a free room when yours is busy.
- ✓ **Mobile booking via room QR**
Reserve from a phone, no app needed.
- ✓ **Upcoming meetings**
A clear view of the next 7 days.
- ✓ **Today's calendar & timeline**
Live agenda with current-time marker.



Meetings & check-in

- ✓ **Smart meeting check-in**
Confirm attendance at the door.
- ✓ **Auto-release on no-show**
Free the room when no one checks in.
- ✓ **Extend or end in one tap**
Adjust meetings directly on the display.
- ✓ **Countdown to meeting end**
Always know how much time is left.
- ✓ **Report a room issue**
Flag AV or facilities problems instantly.



Security & administration

- ✓ **PIN-protected actions**
Restrict booking and admin controls.
- ✓ **Per-endpoint control**
Enable features room by room.
- ✓ **Working hours & idle mode**
Automate display hours per location.
- ✓ **Device details & diagnostics**
View OS, IP and status for support.
- ✓ **Notifications & webhooks**
Alerts for bookings, check-ins, no-shows.



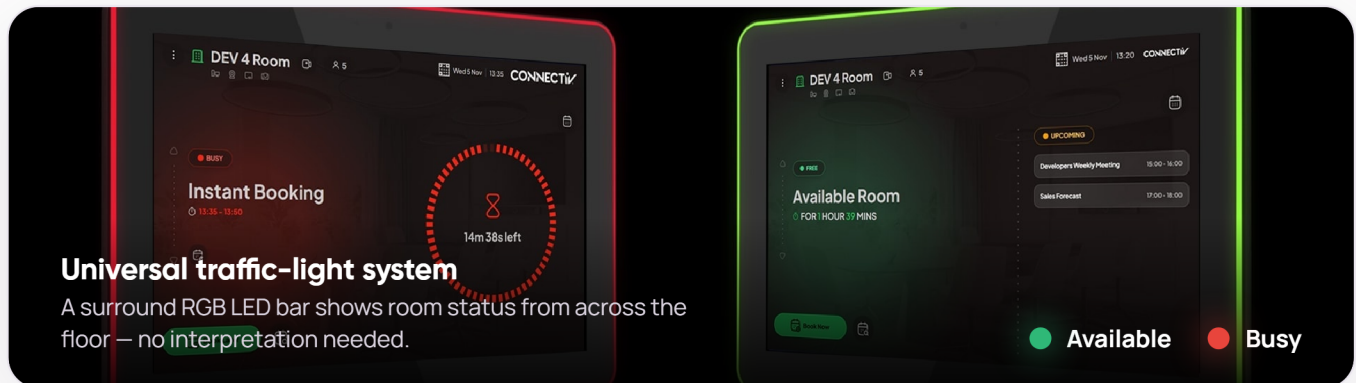
Display & experience

- ✓ **Live status & LED indicators**
Green available, red busy — at a glance.
- ✓ **Status-aware widgets**
Layouts adapt to the room state.
- ✓ **Themes & branding**
Match displays to your brand.
- ✓ **Catering requests**
Order refreshments from the room.
- ✓ **Advertising & idle signage**
Show content when rooms are free.

06 • DEVICES

Enterprise-grade room displays

MeetWise blends purpose-built hardware with on-premise & cloud software. A wide selection of 10.1" touch displays — on Android or Windows — meets your exact requirement, each wrapped in a full-RGB surround light bar.



Specification	Android RK3288	Windows Atom x5-Z8350
Screen size	10.1"	10.1"
Resolution	1280 × 800	1280 × 800
Touch	10-pt capacitive	10-pt capacitive
Connectivity	Ethernet, WiFi	Ethernet, WiFi
Power	PoE+ (802.3at)	PoE+ (802.3at)
Viewing angle	160° / 160°	160° / 160°
Dimensions	256×181×27 mm	256×181×27 mm
Light bar	Surround RGB LED	Surround RGB LED
Mount / weight	VESA 75 · 385 g	VESA 75 · 265 g

07 • CONNECTIVITY & SECURITY

Built to fit your infrastructure

MeetWise connects to the systems you already run, stays online through network interruptions, and encrypts every transmission – with OpenID Connect single sign-on, role-based access and full Arabic–English support.



Integrates with your stack

Use your Exchange / Office 365 rooms

Active Directory user integration

Live updates the moment they happen



Always connected

PoE+ or regular power keeps displays ready

Content cached through network disruptions

No add-ins or extra server software



Secure by design

Only authorized clients & AD users join

AES-128 encryption on all transmissions

Kiosk mode locks the device to MeetWise

OpenID Connect SSO & role-based access

CALENDAR & DIRECTORY

Seamless with your calendar – no add-ins

MeetWise connects directly to your existing calendar and directory, so rooms, users and meetings stay in sync automatically.



Calendar support

Exchange & Office 365, no server add-ins.



Active Directory

Bring AD users into the booking system.



RFID / NFC identify

Tap to book and identify yourself.



Bilingual AR / EN

Full Arabic & English interface.

08 • MANAGE & EXTEND

Central control, open to build on

Manage every display from one web portal, extend the platform through an open API, and turn activity into clear reporting – all without extra servers.

Web portal

- ✓ Connect online from anywhere
- ✓ User and admin access levels
- ✓ Filter and select meetings
- ✓ Central management of all tablets
- ✓ 360° room preview views

Open API & SDK

- ✓ Deploy custom content to displays
- ✓ Integrate with other web services
- ✓ Webhooks for bookings & check-ins
- ✓ REST API for visitor pre-registration
- ✓ Developer-friendly documentation

Reporting & room usage statistics

Valuable data on room usage and booking behaviour – so you can adapt functionality and plan space better.

- ✓ Real-time dashboard & on-site headcount
- ✓ Searchable logbook & visit history
- ✓ Exportable PDF & CSV reports
- ✓ 3rd-party sensor & device integration

Cloud hosted

Managed by MeetWise
Customized tenant addresses
Automatic updates & backups

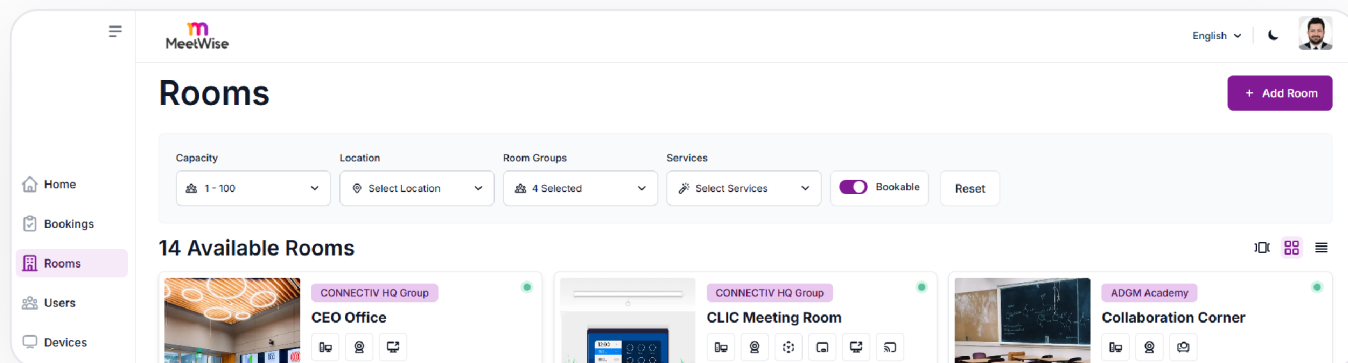
On-premise

Onsite server deployment
Full data sovereignty & control
Encrypted device communication

09 • SMART BOOKING & INTELLIGENCE

Book smarter, understand more

The MeetWise portal makes finding and booking the right space effortless — then turns every meeting into searchable knowledge with built-in AI.



Smart booking & search

Filter by time, capacity or location — with recurrence, attachments, catering & QR visitor invites.



Multi-room booking

Reserve several rooms at once across teams and sites with the same smart options.



Room profiles & wayfinding

360° tours, photos, capacity, floor plans, resources and Google Maps directions.



Meeting dashboard & analytics

Card, calendar & grouped views, auto approve/reject rules and usage insights.



AI · SYNAPSE

Meetings become
searchable knowledge



Live recording



Transcription



Summaries



Mind maps

10 • VISITOR EXPERIENCE

Design the perfect arrival

Build tailored check-in journeys with a visual flow designer, verify identity with UAE Pass and facial recognition, and brand every kiosk to match your space.



Visual flow designer

Drag-and-drop builder with modular blocks for auth, scanning, approvals & feedback.



UAE Pass & facial recognition

Trusted identity verification with UAE Pass and fast face check-in.



Kiosk branding & advertising

Custom themes, logos, backgrounds, wayfinding and idle-screen advertising.



Companies & visitor logs

Manage vendors & partners with full check-in/out logs and compliance export.



Smart notifications

Real-time host & security alerts



Flow templates

Start fast, reuse across sites



Advanced kiosk control

Timeouts, visit duration, refresh

11 • EXTENDED SERVICES

More than software

From custom UI and in-house development to digital signage and full room optimization, our team delivers cohesive, end-to-end workplace solutions.



UI / UX design

Customize displays, layouts and look & feel to your brand.



Development

In-house developers for custom enhancements beyond the box.



Delivery

Cost-effective, robust delivery with minimal turnaround.



Reporting

Integrate 3rd-party sensors for cohesive data visualization.



Digital signage

Best-in-class signage solutions and integrations.



Room optimization

Lighting, whiteboards, projection, 3D mapping & LED signage.

TRUSTED BY LEADING ORGANIZATIONS

225+

Projects completed

118

Customers trusting our solutions

97%

Annual growth over 3 years

10+

Experts designing our solutions

MOCA

KNPC

TDRA

ADGM

CPC

Four Points by Sheraton

12 • MEETWISE ENDPOINT — EVERY FEATURE

All 24 room-display features

The complete capability set of the MeetWise Endpoint — every booking, check-in, security, widget and signage feature available on the room display.

1 Room Booking

Book Now or Book Later with real-time availability and live calendar sync.

2 Smart Check-In & No-Show

Tap to check in; auto-end, delete or notify on missed check-ins.

3 Extend or End Meetings

Extend or end in a single tap, instantly reflected in the calendar.

4 Upcoming Meetings Overview

See all meetings across the next 7 days at a glance.

5 Find & Book Nearby Rooms

Instantly locate and book an alternate space within seconds.

6 Mobile Booking via QR Code

Scan the on-screen QR to book from your phone with corporate credentials.

7 PIN-Protected Actions

Require a PIN for booking, check-in, admin, catering and issue reports.

8 Live Camera & 360° View

Stream live room visuals or a 360° panoramic view.

9 Report Room Issues

Flag AV, connectivity or facilities faults to IT and facilities teams.

10 Request Catering

On-demand catering tied to the meeting and pantry workflows.

11 Dynamic Widgets

Modular widgets that auto-adapt to Available / Busy status.

12 Today's Calendar Widget

Daily calendar-view widget of the day's events.

13 Clock Widget

12-hour clock-view widget.

14 Upcoming Meetings Widget

Minimal list-style widget of upcoming events.

15 Count Down Widget

Countdown timer displayed during the meeting.

16 No Widget Layout

Choose a clean, widget-free layout when preferred.

17 Themes & Branding

Custom themes, logos and backgrounds to match corporate identity.

18 Device Details & Diagnostics

Browser, OS, screen, IPs, GUID and time zone for troubleshooting.

19 LED Light Control

Smart LED status — red for busy, green for available.

20 Advertising & Idle Mode

Play video, image or message ads during idle periods.

21 Room Identity & Resources

Auto-detects room name, capacity and assigned equipment.

22 Smart Notifications

Webhook alerts and end-of-meeting prompts, synced across displays.

23 Full Control & Customization

Show, hide, enable or disable individual features per endpoint.

24 Working Hours & Scheduling

Define working hours; auto-switch to idle mode outside them.

13 • MEETWISE PORTAL – EVERY FEATURE

The complete portal platform

Every capability of the web portal — smart booking, meeting management, room and location setup, analytics, AI and administration in one place.

1 Smart Booking & Search

Filter by time, capacity or location with AI recording, attachments, catering and invites.

2 Smart Find

Instantly filter rooms by date, time, capacity, resources, location or group.

3 Quick Room Preview

View availability, photos, 360° and facilities before booking.

4 Smart Room Booking

Subjects, notes, recurrence, attachments, catering, services and optional AI recording.

5 Multi-Room Booking

Reserve multiple rooms at once with the same smart features.

6 Visitor Invitations

Invite external visitors securely, each with a unique personalized QR code.

7 Meetings Management

Full visibility and control of meetings across all rooms.

8 Unified Meeting Dashboard

Card, Calendar and Grouped-by-room views.

9 Meeting Actions

Modify, approve, reject or cancel meetings directly.

10 Upcoming Events & Visits

Instantly see upcoming meetings and personal visitor appointments.

11 Room Management

Rich room profiles with photos, capacity, contacts and tours.

12 Extendable Room Profiles

Photos, 360°, capacity, location, maps, floor plans, layout, admins, contacts, resources.

13 Location Management

Create locations and floors with Google Maps integration.

14 Room Groups

Assign rooms to groups linked to users or departments, with defaults.

15 Analytics & Insights

Utilization, trends, top bookers, cancellations and underused spaces.

16 AI & Synapse Intelligence

Record, transcribe, summarize, replay, key moments and mind maps.

17 Device & Kiosk Ecosystem

Remotely manage room displays, summary boards and visitor kiosks.

18 Access & Security

OpenID Connect SSO, role-based permissions and Arabic-English support.

19 Administration & Settings

Manage users, resources, services, portal settings and custom notifications.

14 • VISITOR MANAGEMENT — EVERY FEATURE

The complete visitor platform

A smooth, secure and fully digital visitor experience — from invitation and self check-in kiosks to visual flow design and UAE Pass verification.

1 Invite Visitors

Schedule date, time, location and floor; mark VIP; book on behalf of your team.

2 Visitor Management

One dashboard for details, authentication status, company and approvals.

3 Company Management

Centrally manage companies, vendors and partners and their access.

4 Visitor Logs

Track every check-in/out with powerful filters and export for compliance.

5 Kiosk Customizations

Branding, themes, logos, backgrounds, wayfinding links and animations.

6 Smart Notifications

Sender details, support contacts and multi-channel visitor updates.

7 Kiosk Advertising

Assign ads or informational content to kiosk screens before check-in.

8 Advanced Kiosk Control

Configure timeouts, visit duration and refresh intervals for stable flow.

9 Visual Visitor Flow Designer

Drag-and-drop builder for visitor and contractor journeys.

10 Modular Flow Blocks

Auth, scanning, notifications, approvals and feedback steps.

11 UAE Pass Authentication

Secure UAE Pass sign-in with account linking and mandatory fields.

12 Flow Templates

Save and reuse visitor flows to deploy kiosks faster and consistently.

ARRIVAL TO DESTINATION

Self-service, secure, guided visitor journeys



Pre-register



UAE Pass



QR check-in

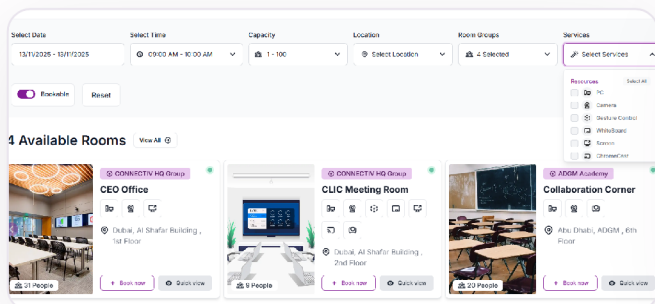


Wayfinding

15 • MEETWISE IN ACTION

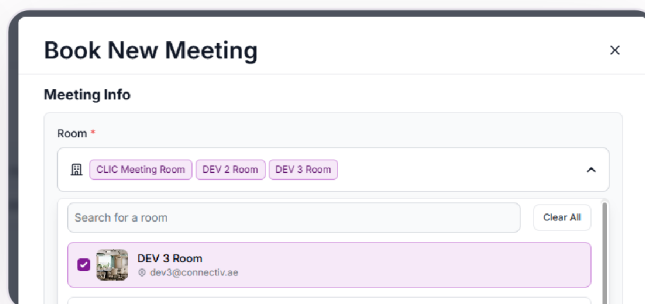
A closer look at the experience

Real screens from the web portal and the room-display endpoint — from smart search and multi-room booking to QR check-in and daily scheduling.



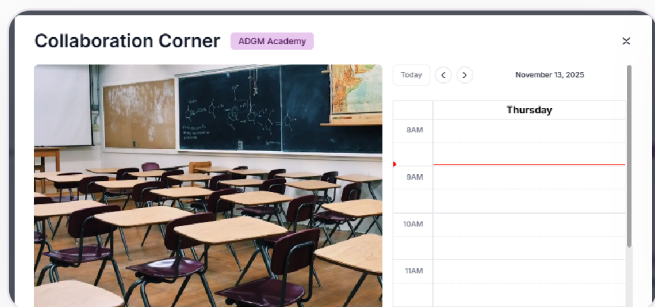
PORTAL Smart booking & search

Filter rooms by date, time, capacity, location and resources before booking.



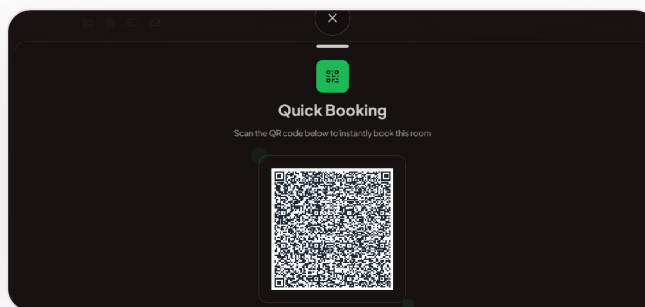
PORTAL Multi-room booking & invites

Reserve several rooms at once, add team members and invite external visitors.



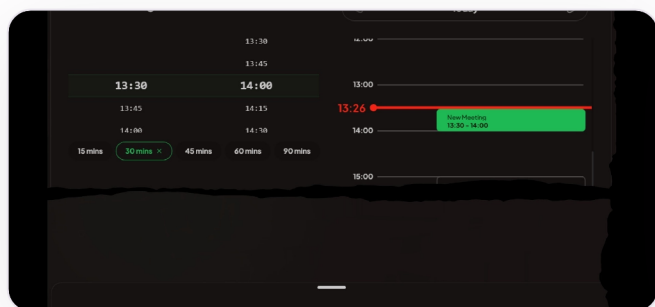
PORTAL Room profiles, 360° & layout

Rich profiles with photos, 360° tours, resources, admins and availability.



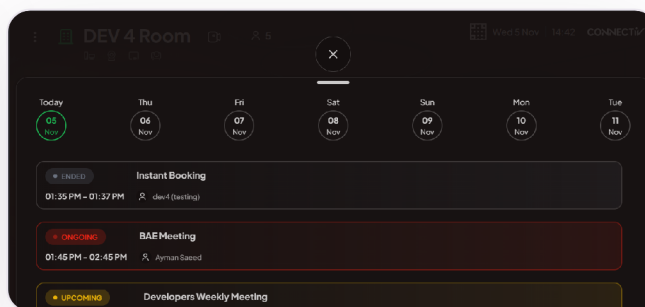
ENDPOINT Mobile booking via QR

Scan the on-screen QR code to book the room instantly from a phone.



ENDPOINT Fast on-screen scheduling

Pick a duration and slot against a live timeline, right on the display.



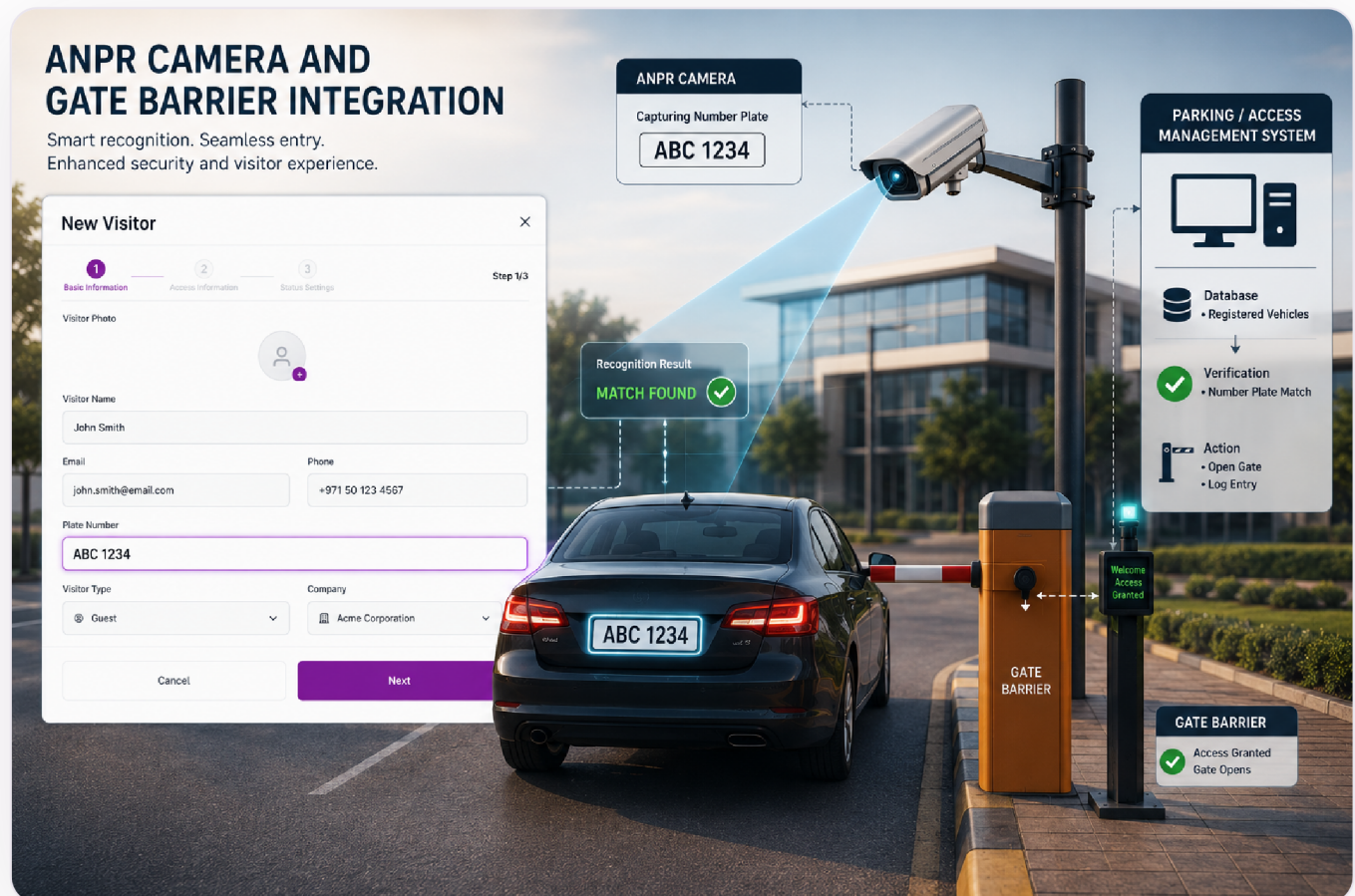
ENDPOINT Upcoming meetings, 7-day view

Ended, ongoing and upcoming meetings at a glance across the week.

16 • ANPR CAMERA & GATE BARRIER INTEGRATION

Smart recognition, seamless entry

MeetWise connects Automatic Number Plate Recognition (ANPR) cameras directly to gate barriers and the access-management system. As a vehicle approaches, its plate is captured, matched against registered records and – on a valid match – the barrier opens automatically. No tickets, no manual checks, no waiting.



How it works

01 

Vehicle approaches

A car arrives at the entry lane and the ANPR camera detects it.

02 

Plate captured

The camera reads the number plate in real time, day or night.

03 

System verifies

The plate is matched against registered vehicles and the entry is logged.

04 

Access granted

On a valid match the barrier opens and the visitor is welcomed in.

17 • FROM PLATE CAPTURE TO AUTO-FILLED ENTRY

One scan fills the visitor record

The captured plate flows straight into the MeetWise visitor form – pre-filling the plate number, linking the vehicle to its host and company, and completing check-in before the driver has parked.

ANPR CAMERA AND GATE BARRIER INTEGRATION

Seamless Vehicle Recognition and Automated Access

- 1 VEHICLE APPROACHES
- 2 ANPR CAMERA CAPTURES PLATE
- 3 SYSTEM RECOGNIZES THE PLATE NUMBER
- 4 ACCESS GRANTED GATE OPENS



ANPR RECOGNITION

Captured Plate Number

ABC 1234

Recognition Result

MATCH FOUND

New Visitor

Step 1/3

1 Basic Information

Visitor Photo

Visitor Name

John Doe

Email

john.doe@email.com

Phone

+971 90 123 4567

Plate Number

ABC 1234

Visitor Type

Guest

Company

Tech Solutions LLC

Cancel

Next

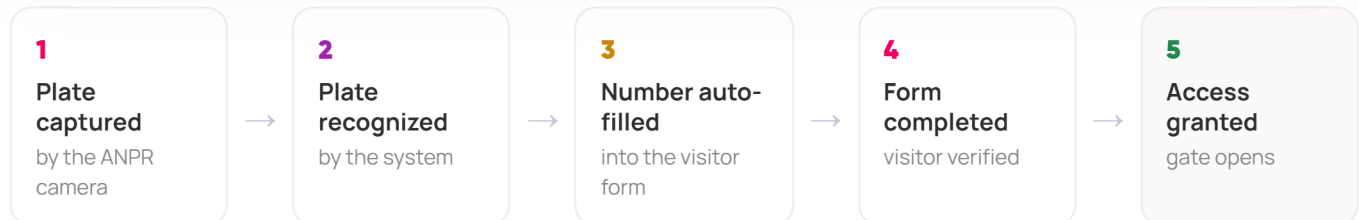
FAST & AUTOMATED ACCESS

No manual entry required

ACCURATE RECOGNITION

High-precision plate capture

Plate number capture to form filling



Why it matters

Fast & automated access

No manual entry or ticketing – recognition and gate control happen in seconds.

Accurate recognition

High-precision plate capture that performs reliably across lighting and weather.

Real-time integration

Visitor data and access events stay synchronized across the platform instantly.

Enhanced security

Only authorized vehicles are admitted, with a full logged audit trail of every entry.

Ready to see MeetWise in your building?

Own the hardware, choose your hosting, and scale per room. Talk to our team for a tailored deployment plan and a live walkthrough of the platform.

Book a demo

See MeetWise running live, tailored to your room setup.

Deployment plan

Cloud or on-premise — we scope it around your estate.

Reseller program

Special terms for value-add resellers and partners.



Transform every visitor's arrival into a secure, connected experience.

meetwise.uk

Built for efficiency, deployed with ease