

SecurityRecords.com

VERSION 3.0

***SOFTWARE RELEASE
NOTIFICATION***

**Making key
management
simple.**

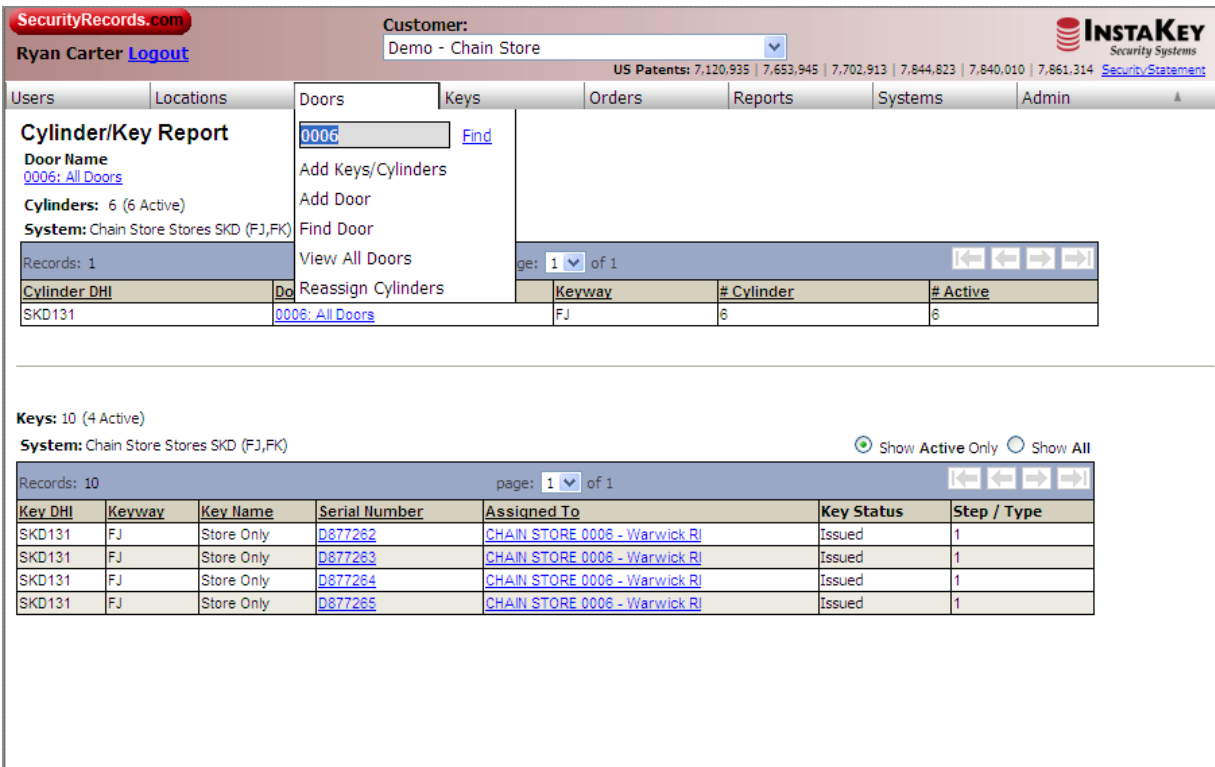
Enhancement: New Look & Feel Aesthetic Design

With the same procedural flow functionality that you have become accustomed to, the new **SecurityRecords.com™** software version 3.0 has now been upgraded to increase data performance and improve your Key Control productivity.

Many of the screens have now been modified to maximize data return time (improving page loading speeds), provide clearer Font and Color differentiation (enhancing aesthetics), and revised Menus and search capabilities (enriching efficiency).

Below is an example of the new drop-down Menus and Quick Search selection, Screen Colors, and Fonts that have been revised.

Example:



SecurityRecords.com Customer: Demo - Chain Store

Ryan Carter [Logout](#)

US Patents: 7,120,935 | 7,653,945 | 7,702,913 | 7,844,823 | 7,840,010 | 7,861,314 [Security Statement](#)

Users | Locations | **Doors** | Keys | Orders | Reports | Systems | Admin

Cylinder/Key Report

Door Name: [0006: All Doors](#)

Cylinders: 6 (6 Active)

System: Chain Store Stores SKD (FJ,FK)

Records: 1

Cylinder DHI	Do	Keyway	# Cylinder	# Active
SKD131	0006: All Doors	FJ	6	6

Keys: 10 (4 Active)

System: Chain Store Stores SKD (FJ,FK)

Records: 10

Key DHI	Keyway	Key Name	Serial Number	Assigned To	Key Status	Step / Type
SKD131	FJ	Store Only	D877262	CHAIN STORE 0006 - Warwick RI	Issued	1
SKD131	FJ	Store Only	D877263	CHAIN STORE 0006 - Warwick RI	Issued	1
SKD131	FJ	Store Only	D877264	CHAIN STORE 0006 - Warwick RI	Issued	1
SKD131	FJ	Store Only	D877265	CHAIN STORE 0006 - Warwick RI	Issued	1

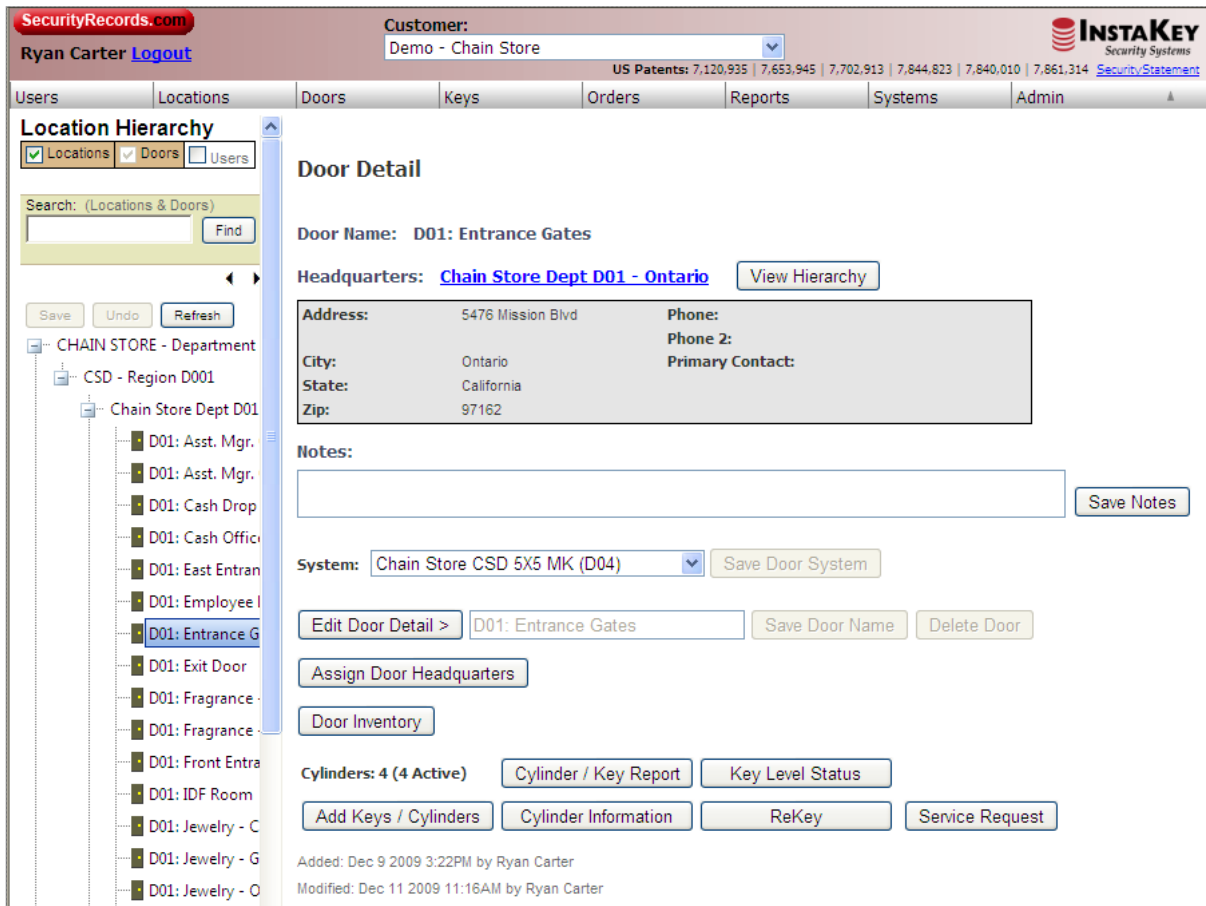
Enhancement: Location Hierarchy

The **SecurityRecords.com™** software version 3.0 “Location Hierarchy” (located in the Locations Menu) maximizes this significant data return efficiency and provides line-level highlighting which will always keep you in line to review the correct door or location level information.

This screen redesign helps to make any Location/Door lookup or reassignment quicker and easier. As new features are added to this screen, the goal is to improve the management and accuracy of your Locations or Door assignments.

Below is an example of this new look and feel of the Location Hierarchy.

Example:



The screenshot displays the SecurityRecords.com web application interface. At the top, the header includes the company logo, user information (Ryan Carter Logout), and a customer dropdown menu (Demo - Chain Store). A navigation menu contains tabs for Users, Locations, Doors, Keys, Orders, Reports, Systems, and Admin. The main content area is split into two panels:

- Location Hierarchy Panel (Left):** Features a search box for "Locations & Doors" and a tree view showing a hierarchical structure: CHAIN STORE - Department > CSD - Region D001 > Chain Store Dept D01. Under "Chain Store Dept D01", a list of doors is shown, with "D01: Entrance G" selected and highlighted in blue.
- Door Detail Panel (Right):** Displays information for the selected door:
 - Door Name:** D01: Entrance Gates
 - Headquarters:** Chain Store Dept D01 - Ontario (with a "View Hierarchy" button)
 - Address:** 5476 Mission Blvd
 - City:** Ontario
 - State:** California
 - Zip:** 97162
 - System:** Chain Store CSD 5X5 MK (D04) (with a "Save Door System" button)
 - Cylinders:** 4 (4 Active) (with buttons for "Cylinder / Key Report", "Key Level Status", "Add Keys / Cylinders", "Cylinder Information", "ReKey", and "Service Request")
 - Notes:** A text input field with a "Save Notes" button.
 - Actions:** Buttons for "Edit Door Detail >", "Save Door Name", "Delete Door", "Assign Door Headquarters", and "Door Inventory".

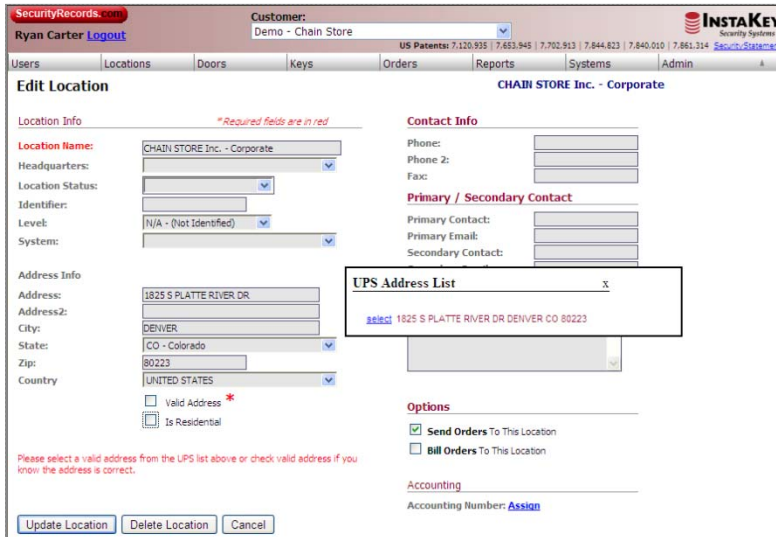
At the bottom of the interface, it shows the door's history: "Added: Dec 9 2009 3:22PM by Ryan Carter" and "Modified: Dec 11 2009 11:16AM by Ryan Carter".

Enhancement: Location Address Validation Procedure

Whether placing an order or tracking a shipment, address validation has become a growing business necessity. The new **SecurityRecords.com**tm version 3.0 has now been linked with published address validation databases (UPS & USPS).

This new function has been added to help to reduce inaccurate addresses, potential delivery delays, and avoid additional freight expenses. Whether adding in a new Location or updating an existing one, the software provides a “prompt box” that allows you to select from legitimate published addresses. You can then either choose the correct address from the prompt box, or click the “Valid Address” override checkbox. We’ve also added this new Validation procedure when orders are placed (i.e. Order Detail screen). Then, you can correct it quickly and efficiently prior to order completion or submittal.

Example:



SecurityRecords.com Customer: Demo - Chain Store

InstaKey Security Systems

US Patents: 7,120,935 | 7,653,945 | 7,702,913 | 7,844,823 | 7,840,010 | 7,661,314 [SecurityStatement](#)

Users | Locations | Doors | Keys | Orders | Reports | Systems | Admin

Edit Location

CHAIN STORE Inc. - Corporate

Location Info **Required fields are in red*

Location Name: CHAIN STORE Inc. - Corporate
 Headquarters: [dropdown]
 Location Status: [dropdown]
 Identifier: [text]
 Level: N/A - (Not Identified) [dropdown]
 System: [dropdown]

Address Info

Address: 1825 S PLATTE RIVER DR
 Address2: [text]
 City: DENVER
 State: CO - Colorado [dropdown]
 Zip: 80223
 Country: UNITED STATES [dropdown]

Valid Address *
 Is Residential

Please select a valid address from the UPS list above or check valid address if you know the address is correct.

Contact Info

Phone: [text]
 Phone 2: [text]
 Fax: [text]

Primary / Secondary Contact

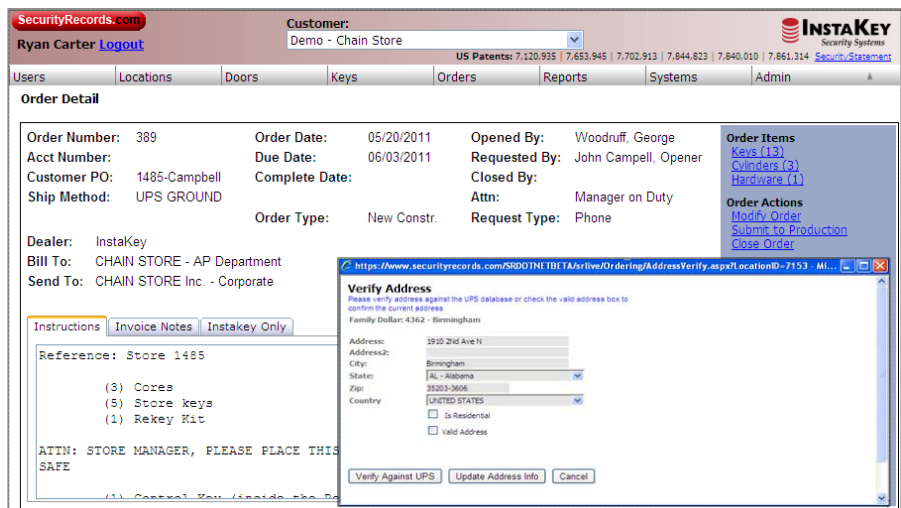
Primary Contact: [text]
 Primary Email: [text]
 Secondary Contact: [text]

Options

Send Orders To This Location
 Bill Orders To This Location

Accounting

Accounting Number: [Assign](#)



SecurityRecords.com Customer: Demo - Chain Store

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Users | Locations | Doors | Keys | Orders | Reports | Systems | Admin

Order Detail

Order Number: 389 Order Date: 05/20/2011 Opened By: Woodruff, George
 Acct Number: Due Date: 06/03/2011 Requested By: John Campell, Opener
 Customer PO: 1485-Campbell Complete Date: Closed By:
 Ship Method: UPS GROUND Attn: Manager on Duty
 Order Type: New Constr. Request Type: Phone

Dealer: InstaKey
 Bill To: CHAIN STORE - AP Department
 Send To: CHAIN STORE Inc. - Corporate

Order Items
[News \(13\)](#)
[Cylinders \(3\)](#)
[Hardware \(1\)](#)

Order Actions
[Modify Order](#)
[Submit to Production](#)
[Close Order](#)

Verify Address
 Please verify address against the UPS database or check the valid address box to confirm the current address.
 Family Dollar: 4362 - Birmingham

Address: 3910 21st Ave N
 Address2: [text]
 City: Birmingham
 State: AL - Alabama [dropdown]
 Zip: 35203-3606 [dropdown]
 Country: UNITED STATES [dropdown]

Is Residential
 Valid Address

Instructions | **Invoice Notes** | **Instakey Only**

Reference: Store 1485

(3) Cores
 (5) Store keys
 (1) Rekey Kit

ATTN: STORE MANAGER, PLEASE PLACE THIS SAFE

Enhancement: Key Definition

In continuing our efforts toward Key Control simplicity, we have now added a new “Key Definition” function under the Keys menu.

This function allows our End Users to define their own keys by specific English Key Names. Many of us don’t memorize the Lock Industry’s DHI acronyms (core/key series like AA1), so this new procedure and resulting stored information can now be used in place of them.

So whether, the key is a Grand Master, group of Masters, a single Control, or multiple User Level keys, our End Users can now utilize this feature for research, ordering, or audit capabilities.

Below is an example of the new Key Definition function and how it stores your Key Names.

For example:

<u>DHI</u>	<u>Key Name</u>
C.1	State Emergency Grand Master
CA.1	Store Master
CTRL-CA.1	Store Master Control Only
CA1.1	Supervisor’s Office Only

The screenshot shows the INSTAKEY software interface. The top navigation bar includes 'Users', 'Locations', 'Doors', 'Keys', 'Orders', 'Reports', 'Systems', and 'Admin'. The 'Keys' menu is active, showing a sub-menu with 'Key Definition', 'Key Search', 'Mass Reassign', 'View All Keys', and 'Key Receipts'. The 'Key Definition' form is open, showing fields for 'System' (Chain Store CSD 5X5), 'Key Level' (Master (MK)), 'DHI Series' (--select--), 'OR' (CA), and 'Key Name' (Store Master). A 'Save' button is visible. Below the form, a table displays the resulting key list. An arrow points from the 'Store Master' key name in the form to the corresponding rows in the table.

Key DHI	Keyway	Key Name	Serial Number	Assigned To	Key Status	Step / Type
CA	D04	Store Master D01	D1000050	CSD - Region D001	Issued	2
CA	D04	Store Master D01	D1000051	CSD - Region D001	Issued	2
CA	D04	Store Master D01	D1000052	CSD - Region D001	Issued	2
CA	D04	Store Master D01	D1000053	CSD - Region D001	Issued	2
CA	D04	Store Master D01	D1000054	CSD - Region D001	Issued	2
CA	D04	Store Master D01	D1000055	CSD - Region D001	Issued	2
CA	D04	Store Master D01	D1000056	CSD - Region D001	Issued	2
CA	D04	Store Master D01	D1000057	CSD - Region D001	Issued	2
CA	D04	Master Control	D1000046	CSD - Region D001	Issued	2.C
CA	D04	Store Master D01	D1000049	CSD - Region D001	Issued	2.S
CA	D04	Store Master D01	D1000058	CSD - Region D001	Fire Box	5
2CA	D04	Employee Entrance Only	D1000059	Chain Store Dept D01 - Ontario	Lock Box	1
3CA	D04	Compactor Only	D1000060	Maria Sanchez	Issued	1
4CA	D04	Cash Office Only	D1000061	Alexis Holowicki	Issued	1
5CA	D04	Returns Office Only	D1000062	Maria Sanchez	Issued	1
6CA	D04	Training Room Only	D1000063	Chain Store Dept D01 - Ontario	Lock Box	1

Enhancement: Rekeying Kit Ordering – Key Level Status Automation

When ordering through the “Rekey” buttons on either a Location or Door, the **SecurityRecords.com**[™] version 3.0 has a newly automated Key Level Status update procedure. This new procedure automatically updates the prior step key(s) statuses on a single screen via a check box selection.

By selecting this box (checked), the current Key Level Statuses are automatically updated from “*Issued*” to “*Deactivated*” and from “*Mailer*” to “*Issued*”. With just the click of this check box, this procedure can now eliminate the need to manually update the Key Level Status through multiple screens. But, if you wish to order Rekeying Kits with the same procedure as before, just leave this box un-checked.

Below is an example of this automated Key Level Status update check box.

Example:

The screenshot shows the SecurityRecords.com interface for a user named Ryan Carter. The main content area is titled "Active Cylinders: 1 (this Door)". It includes a "System:" dropdown set to "Chain Store Stores SKD (FJ,FK)" and a "Cylinder DHI:" dropdown set to "SKD55". A "filter list:" field contains "3125 Records Found." and a "Find" button. Below this, a checkbox labeled "Update current Key Statuses for selected Keys (*Issued* → *Deactivated*, *Mailer* → *Issued*)" is checked. A note next to it reads: "* NOTE: Current Step advanced to Next Step." An arrow points from this checkbox to a box labeled "Key Level Status Automation".

The "Order Cylinders" section contains a table with the following data:

Order Cylinders	Cylinder DHI	# Cylinders Active	# Cylinders to Order
<input type="checkbox"/>	SKD55	5	<input type="text"/>

The "Order Keys" section has radio buttons for "All Key Steps" and "Current + Next Key Steps" (selected). It features a table for key ordering:

Key DHI	Order Keys	Key Step:	1	2	3	4	5	6	7	8	9	Key Stamping
SKD55	<input checked="" type="checkbox"/> User Keys	Qty:			5							SKD55 + <input checked="" type="checkbox"/> .Step + <input type="text"/> Clear
	<input checked="" type="checkbox"/> Step Keys	Qty:			1							SKD55 + <input checked="" type="checkbox"/> .Step + S Clear
SKD55	<input type="checkbox"/> Control (CTRL) Keys	Qty:										

At the bottom, there are "Add to Order >" and "New" buttons.

Enhancement: Order Detail – Screen Revisions

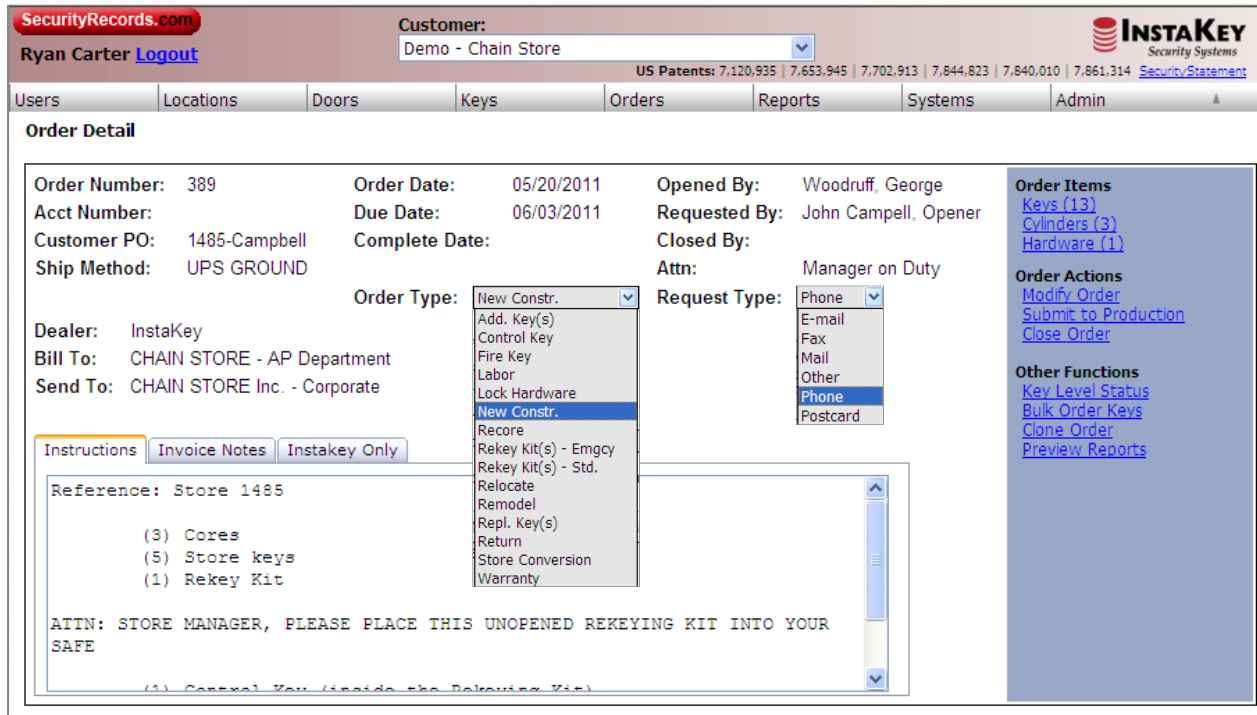
With the same functionality as the prior software version, we have enhanced the Order Detail screen to provide and track more information per order.

First, all of the function buttons at the bottom have been removed and replaced as [hyperlinks](#) in the right blue shaded menu. This enhancement allows more scalability in the future as business requires more detailed Order notes and functions.

Secondly, we have added two new fields to the Order Detail screen: **Order Type** and **Request Type**. The “**Order Type**” field provides a category selection of order information (i.e. New Constr., Lock Hardware, Rekey Kit(s) – Emgcy, etc.). Whereas, the “**Request Type**” field reflects how the order was received (i.e. E-mail, Phone, etc.). When collected during order processing, these two new fields will assist with future program analysis or trending audits.

Below is an example of the revised Order Detail screen.

Example:



Enhancement: Reports Menu Reorganization

As we continue to organize your Key Control data, we have restructured the Reports menu by associated topic similar to the other menu structures (i.e. Users, Locations, Keys, Exceptions, Custom, & Administration). This reorganization was designed to help our End Users maximize the use of their Key Control information by topic while allowing future scalability.

If you have difficulty finding the Report you’re looking for, we’ve also added a new “Quick Search” feature at the top Menu to lookup by Report name. And, if you would like to view all of your available reports, we have retained the “Old Reports” structure at the bottom.

Below is a short list of available reports and under which menu they can be found.

Example:

Users – People related (i.e. Key Holders, Software Users, Contacts, etc.)

Locations – Place related information (i.e. Penetration, Printable Hierarchies, Keying Structures, etc.)

Keys – Access Credential related information (i.e. Active Key Issuance, Key Exceptions, etc.)

Exception – Non-Compliance related (Audit Worksheets, Compliance, etc.)

Custom – Specific Customers related (Key Log Update, Customized Reporting, etc.)

Administration – Database Management related (Active Key Billing, Key Level Status, Missing Rekeying Kits, etc.)

Old Reports – SecurityRecords.com™ Version 2 structure

