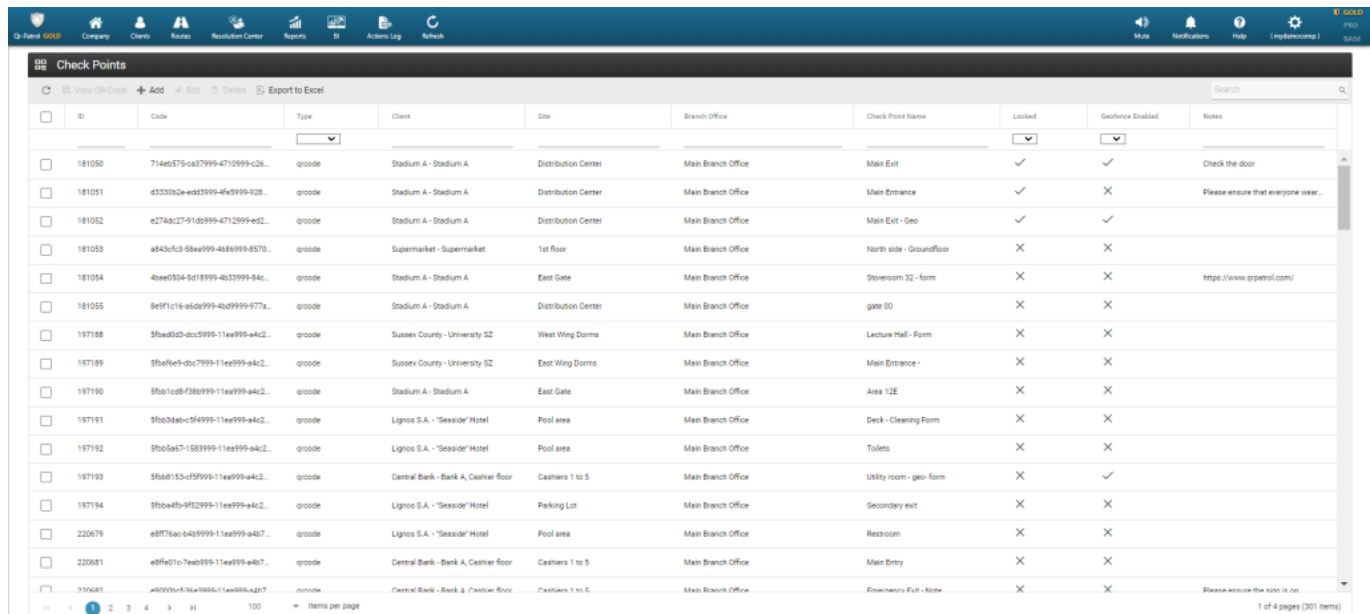# Checkpoints

QR-Patrol supports 4 different checkpoint types: **QR-Codes**, **NFC** tags, **Beacons** and **Virtual** (location-based checkpoints). Checkpoints are physically (or virtually) placed in specific locations (buildings / assets), in order to allow for flexible management and monitoring. You can access the Checkpoints panel by clicking on the top left "**Company**" tab and select "**Checkpoints.**

By clicking on Chekpoints, the above screen appears. You can now view the **ID** of each checkpoint, the **Check Point Code**, the **Client/Site** on which it has been assigned to and a **Name**/description of the Check Point (e.g. Back door) as well as some **Notes** regarding the specific checkpoint, which will appear on the mobile application at the time a guard scans this checkpoint.

The attribute "locked" means that the checkpoint cannot be assigned to another site via the mobile app.

View QR-code

By clicking on "**View QR-code**" a new popup dialog (as shown on the right) shall come up. You can now check the QR-code and all the information about it.

You can also scan the QR-code if you run QR-Patrol mobile application, **Save** the QR-code as a PNG image file on your computer or **Print** it.

Edit a checkpoint

1

Notes to the guard when he scans the check point.

2

Insert latitude
and longtitude
parameters

3

Enable geofence
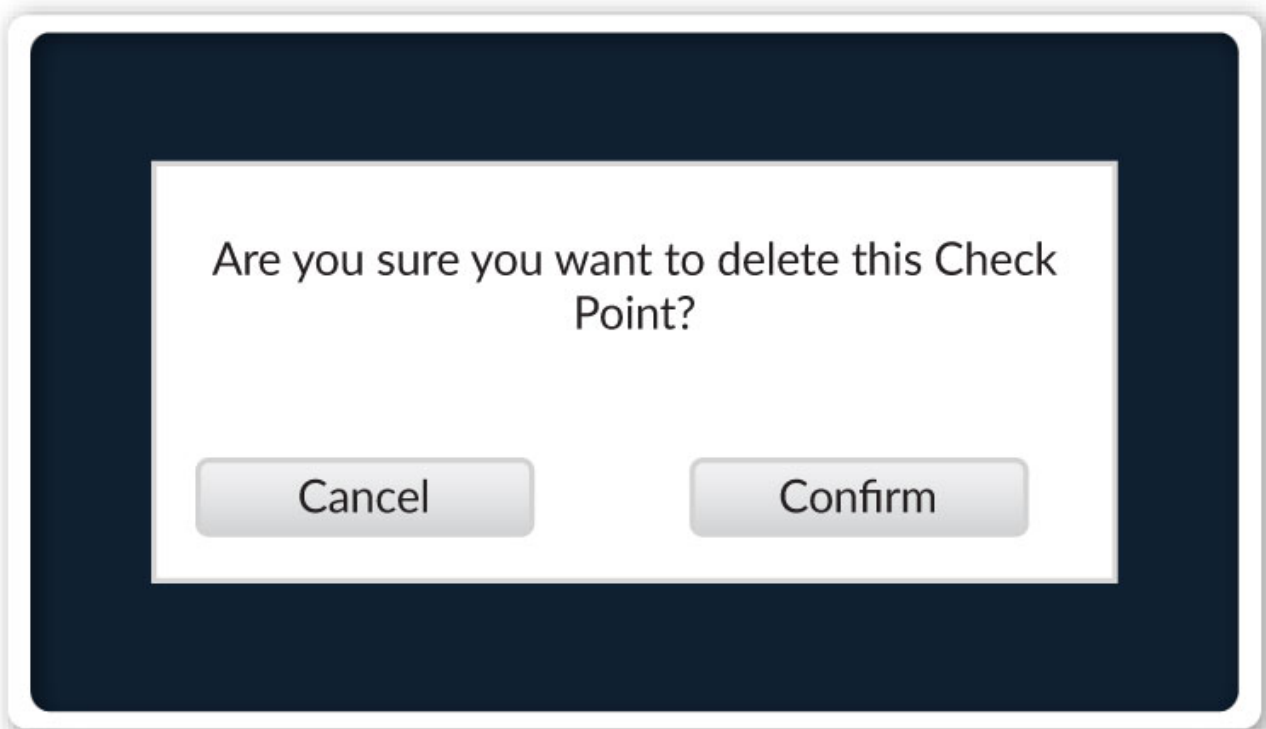functionality

4

Select a Branch Office/Client/Site

5

Assign a Custom Map to a checkpoint – this way you can specify its location
easily on top of your own map

Remove Checkpoint

To remove a Checkpoint select one from the list and click on the "**Delete**"
button.

If the Check Point cannot be removed, then it is assigned on a schedule route
and you should firstly remove it from the schedule".

Export to Excel

By clicking the "Export to Excel" button, you can export the entire Checkpoints page grid and all its related information.