# Use QR Codes

## What is a QR code?

A QR code is a barcode that you can text or email to visitors. With CellGate, the QR code allows visitors to access the property. Visitors can scan the QR code on their phone to get in the property during the times you set up for your event.

Visitors receive a QR code on their cellphones via text. At the time of the event, a visitor can scan the QR code and enter the property. Each QR code works at the specified day and time.

Administrators give you permission to set details for QR codes and send them as an invite QR codes. Administrators can choose the person they want to allow to create QR code invites. The user then creates the details and sends the QR code.

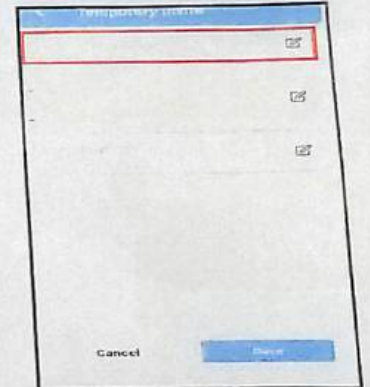## Why would I want to create a QR code?

If you are planning an event, you can send a QR code to your guests so they can enter the property for the event.

## How do I create a QR code?

1. Tap **New Invite**.

2. Tap **Enter Invite Name**.

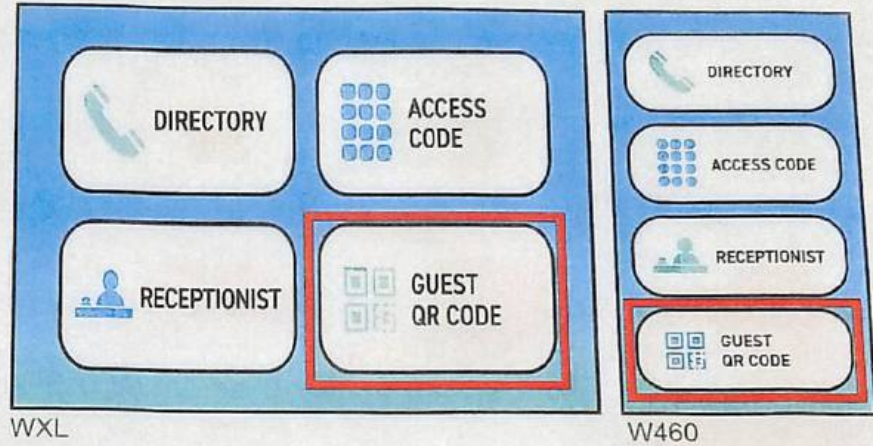3. Enter the invite name. Click **Save**.

should travel to the property at the time of the event and follow these steps to enter the property.

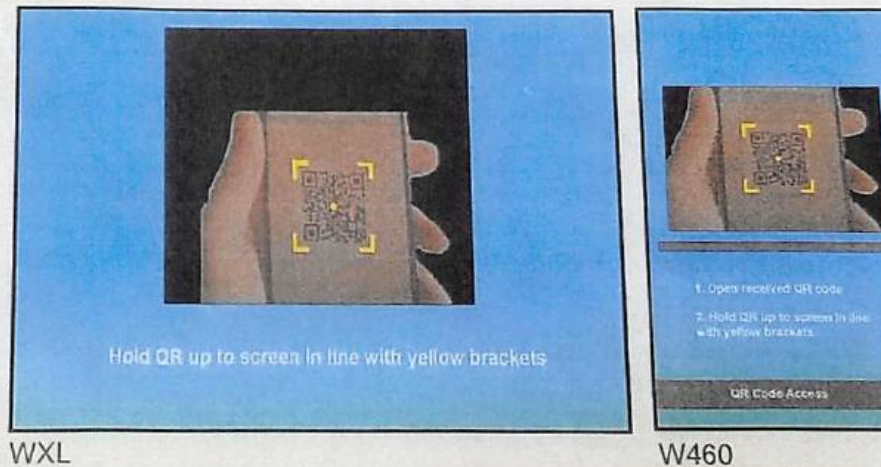1. Open the QR code on your phone so that it is visible in the center of your phone screen.



2. On the Cellgate device, WXL or 460, press the QR code button.



WXL

W460

3. Hold your phone screen to the device.

The system reads the QR code and opens the gate or door.



Hold QR up to screen in line with yellow brackets

WXL

1. Open received QR code

2. Hold QR up to screen in line with yellow brackets
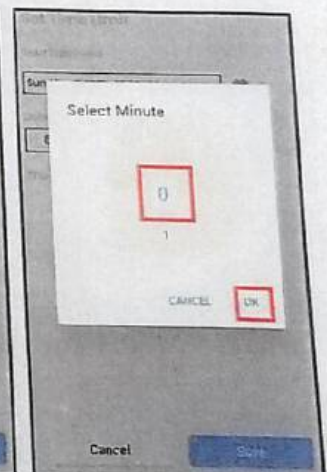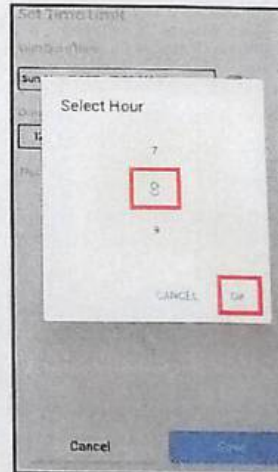
QR Code Access

W460

4. Choose the day of the event. This is the day the QR code will be valid. Click **OK**.
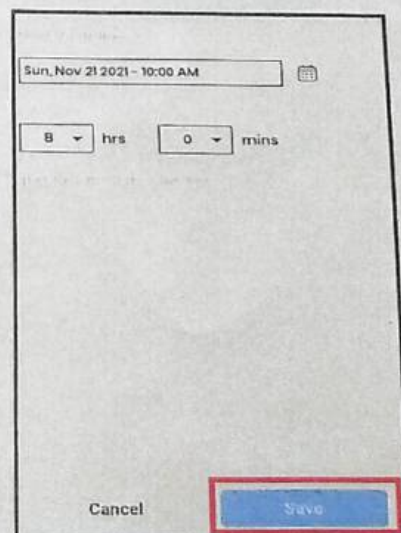
5. On the clock, tap the time you want the event to start. Click **OK**.

6. Choose the number of hours you want the event to last. Click **OK**.

7. Choose the number of minutes you want the event to last. Click **OK**.
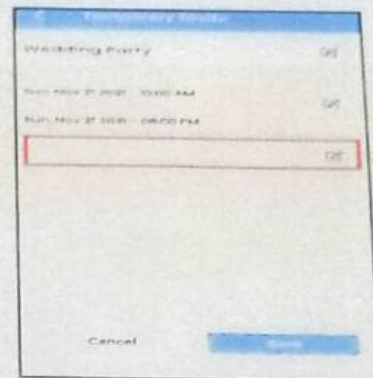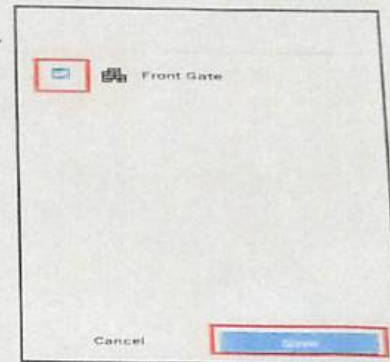
8. Click **Save**.

9. Tap Choose gates.

> **NOTE** If only one gate is available to work with the QR code, the gate is auto-selected.
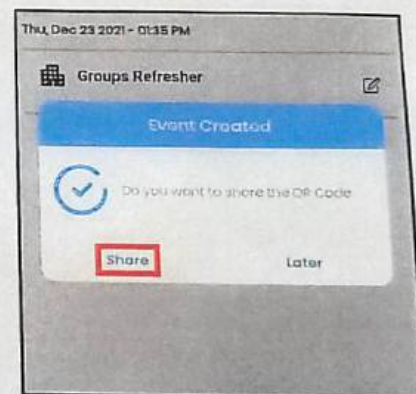
10. Select the gates to which you want to apply the QR code. Click **Save**.

11. A popup asks if you want to share the QR code. Click **Share**.

12. Choose the people you want to share the invitation with among your contacts. You can choose to text or email the invitation to one or several of your contacts.

## Share Created Invite

1. On your phone, tap the invite you want to share.

2. Click **Share Invite**.

3. Choose the people you want to share the invitation with among your contacts. You can choose to text or email the invitation to one or several of your contacts.