Project Overview

Project name: Sponsorship management

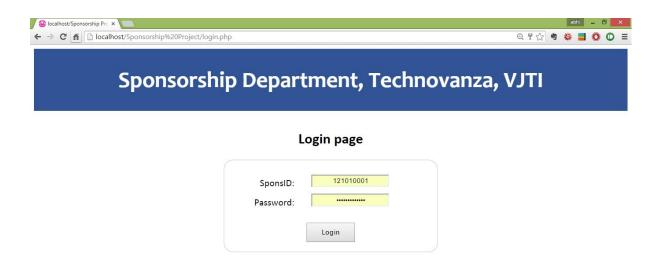
Our goals in brief:

- i) To provide a collective database of potential and current sponsors along with contact information, organized by respective sectors.
- ii) A hierarchy of access, modelled on the existing Sponsorship team structure:
 - a. Top-level: Chief Sponsorship Officer (admin)
 - b. Mid-level: Sector Head(s)
 - c. Entry-Level: Sponsorship Representatives
- iii) To facilitate efficient collaborative effort between members of the sponsorship teams, by providing a common database which stores:
 - a. Updates on the real-time status of the sponsor companies.
 - b. Name, contact information of the key personnel in the sponsoring companies.
 - c. A log of meetings held with sponsorship team members and potential sponsors, organized by sector.
- iv) A reporting feature of the amount of sponsorship received on a realtime basis:
 - a. A reporting of the total amount received.
 - b. A sector-wise total reporting of the Sponsorship amounts.
 - c. A company-wise breakup of Sponsorship amounts.
 - d. A reporting feature of the amount of sponsorship brought by each individual SponsRep or SectorHead.

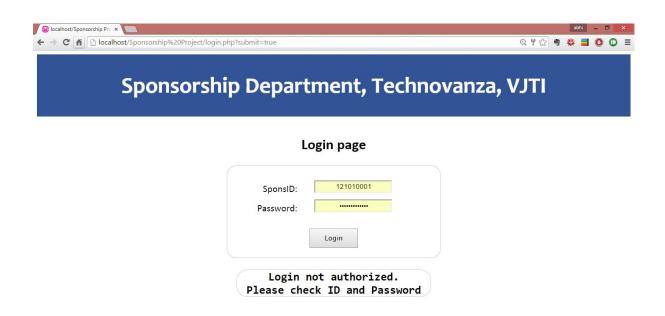
Corresponding reports can only be viewed by users with the appropriate authorization level.

Login page

This is the first page seen by the end-user. Here, you are prompted to enter your Sposorship ID and password, which must be assigned by the Chief Sponsorship Officer (CSO) beforehand. CSO is the admin of this database.



Users entering incorrect login credentials will not be permitted access to the database.

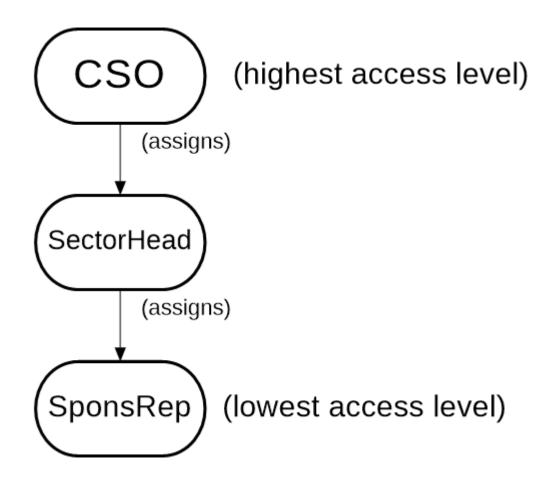


For a successful login, depending on the login credentials, the login page redirects to the appropriate page:

- Sponsorship Representatives are redirected to sponsrep.php
- Sector Heads are redirected to sectorhead.php
- The CSO is directed to CSO.php

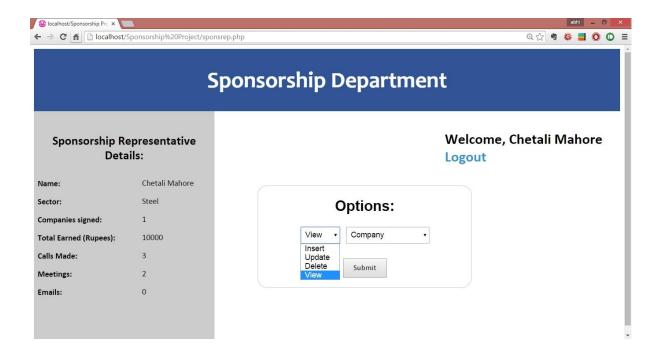
These pages represent the authorization structure into which the database is divided.

They are arranged in the following hierarchy:



Different authorization levels provide access to different tables functionality of the database.

Example home page:

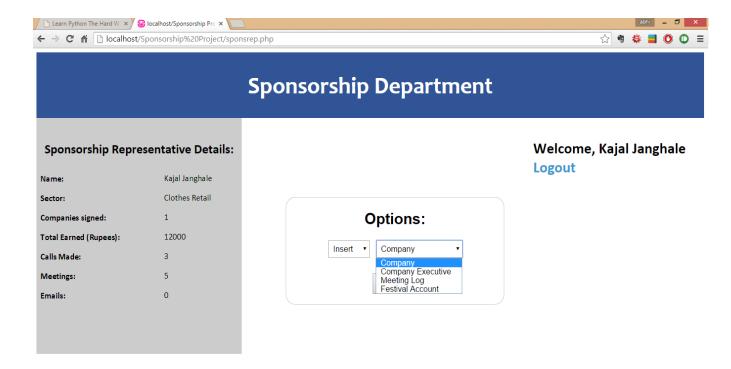


In each of these pages, we have a left overview pane, which provides immediate access to important data. This is queried every time the page is loaded and thus is useful for providing an overview of the most relevant information.

If one wishes to gain more information, then there is an 'Options' tab which allows us to get more precise data from the various tables in the database, by using the 'view' function.

The 'Options' form also allows us to insert, update, delete, or view information of the tables which the user has access to.

1) SponsRep page:



This is the homepage of the Sponsorship Representative.

On the left is an overview of the Sponsorship Representative, which includes:

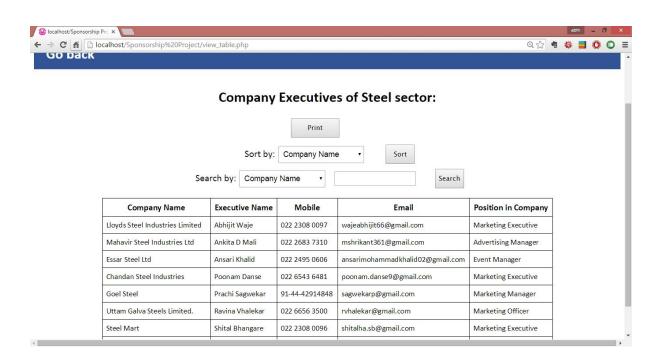
- The name of the sponsorship representative
- The sector to which he/she belongs, currently
- "Companies signed", i.e. the number of sponsorships received (i.e. entries in the AccountLog table).
- The total earned by that Sponsorship representative.
- The number of calls made with executives of different companies.
- The number of face to face meetings with executives of different companies.
- The number of emails sent to executives of different companies.

A SponsRep has access to the following tables:

- Company: A SponsRep is allowed to access, insert, update and delete information of potential sponsoring companies from his sector only. As we progress with the sponsorship process, the status flag of a company is often updated, and tells us if the company is interested or not (the default is "not contacted").
- Company Executive: A SponsRep is allowed to access, insert, update and delete information of potential sponsoring companies from his sector only.
- Meeting Log: A SponsRep logs meetings made with various company executives of various companies in his sector, into a common meeting log which is shared by all SponsReps in the sector.
 - The purpose of this meeting log is to prevent unnecessary contacting of companies. SponsReps should log their meetings with a particular, and thus inform the other SponsReps that they are going to meet/call their company in the future. After a meeting is completed, the SponsRep should update the outcome of the meeting, for later reference for himself and fellow SponsReps. At this point the company status also may need to be updated.
- Festival account: if a SponsRep had managed to acquire a sponsorship grant from a company, then he/she must log it into the AccountLog. However, for purposes of security, the SponsRep only has access to his own entries in the AccountLog. Festival entries also cannot be deleted by SponsReps, they can only be deleted by their respective SectorHeads.



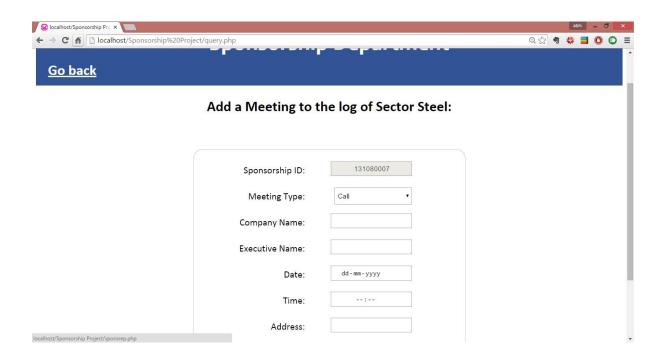
Sponsorship Representatives can view companies from his own sector only.



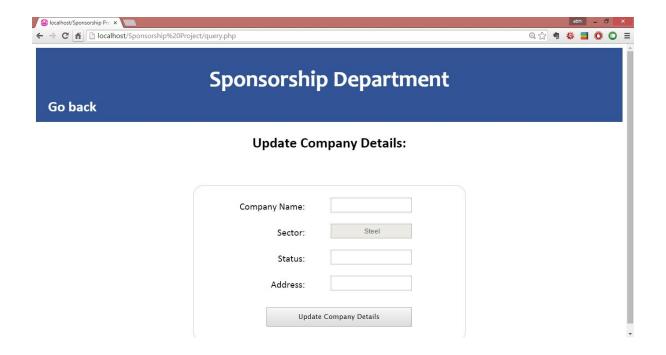
Sponsorship Representatives can view company executives from his own sector only.



Sponsorship Representatives can't view anything from the sector head table even if he is from the sector.

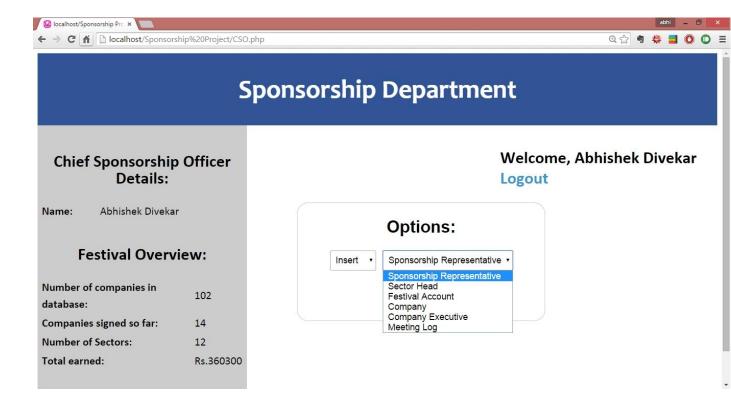


Sponsorship Representatives can add into Meeting logs



Sponsorship Representatives can only update companies from his own sector.

CSO Homepage



This is the homepage of the Chief Sponsorship Officer(CSO). On the left is an overview of the Sponsorship Department.

Chief Sponsorship Officer Functionalities:-

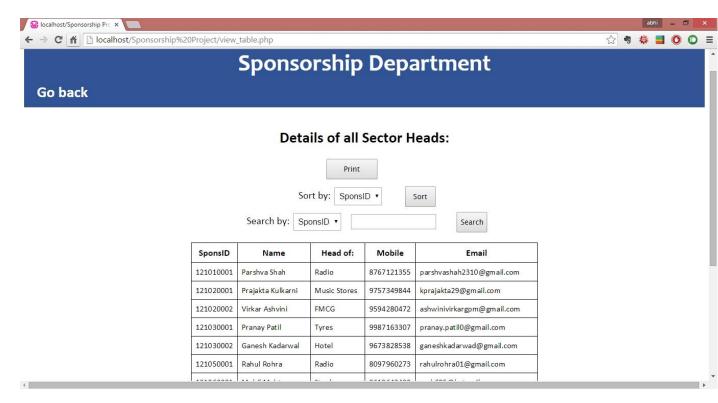
- Insert, Update, Delete, View Companies
- Insert, Update, Delete, View Company Executives
- Insert, Update, Delete, View Meeting Log
- Insert, Update, Delete, View Account Log
- Insert, Update, Delete, View Sponsorship Representative
- Insert, Update, Delete, View Sector Head



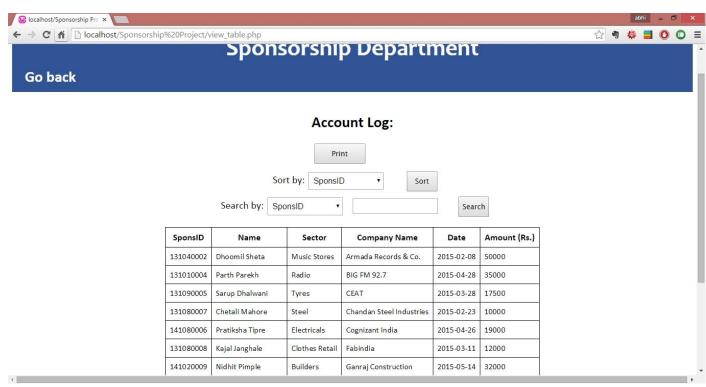
Reassign a Sector Head from any sector, to any sector:



If update sector head is selected, this form is displayed. The SponsID of the sector head to be reassigned needs to be entered with the desired change – Sector or Password. If only sector needs to be changed, then password can be left blank, similarly for password. But both cannot be left blank



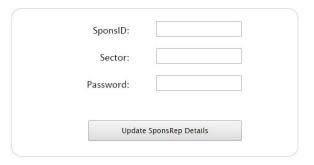
On updating the details of the sector head, or selecting view sector heads from the CSO homepage. This table is displayed which can be sorted, searched and printed



On choosing view Account Log, this is the output displayed. The user can search, sort and print the table



Reassign a Sponsorship Representative from any sector, to any sector:



If update sponsorship representative is selected, this form is displayed. The SponsID of the sector head to be reassigned needs to be entered with the desired change – Sector or Password. If only sector needs to be changed, then password can be left blank, similarly for password. But both cannot be left blank

