

UNIVERSITY OF NAMUR



INFOB318: PERSONNAL PROJECT

Ticked-it user guide

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1 Introduction

Make it easy to enter your Ticked-it events with this ticket scanner! Ticked-it Scanner turns your smartphone into a real barcode reader. The application allows you to scan the QR-Codes on the tickets (paper or digital version) and check them very easily. In the blink of an eye, you can also obtain statistics on your events and sell additional tickets. Warning, this application is only available for people who have created an event on the Ticked-it platform (<https://ticked-it.be/>) !

- Scan tickets manually or automatically (with the camera)
- Access to the list of participants at any time
- Statistics of all your events
- Cash ticket sales from the application
- Offline mode available

2 How to download the app

Firs of all, you have to install the application on your Android device.
Click on this : [Ticked-it on Play store](#)

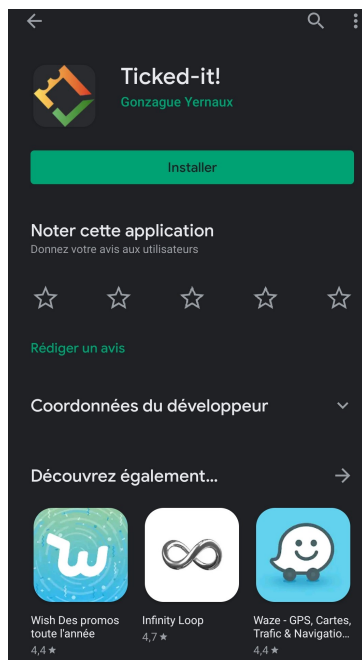


Figure 1: Ticked-it app on the Play Store.

Make sure you have at least 7,41 Mo of free space in your memory's device and an internet connection. Once here, just press the button install to download and install the app on your physical device. You should now see the icon of Ticked-it in your mobile menu as below.

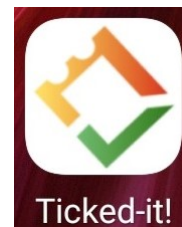


Figure 2: Ticked-it icon.

Ticked-it is in theory available for all Android devices. You should therefore be able to install it whatever the version of your device. As you maybe noticed, Ticked-it isn't available on the App Store. For now, it's not part of our plans.

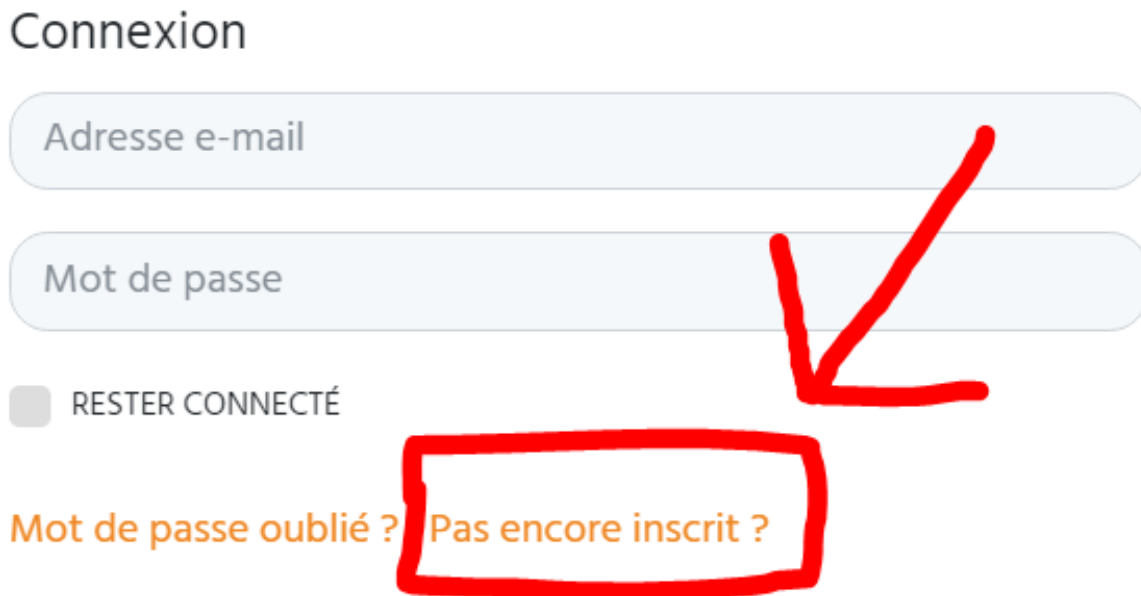
3 Create an Un-Mute account

To log to Ticked-it, you must have an Un-Mute account. To create a new one, open this link in your favorite browser : [Un-Mute website](#)
Click then on the button “connexion” on the top right of the window.



Figure 3: Un-Mute connexion.

Thus, a connection window pops up. Click then on “Pas encore inscrit” to create a new account. If you already have an Un-Mute account, you can therefor connect to your account by entering your username and password.



The image shows a registration form titled 'Connexion'. It has two input fields: 'Adresse e-mail' and 'Mot de passe'. Below these fields is a checkbox labeled 'RESTER CONNECTÉ'. At the bottom, there are two links: 'Mot de passe oublié ?' and 'Pas encore inscrit ?'. The 'Pas encore inscrit ?' link is highlighted with a red rectangular box. A large red checkmark is drawn over the 'Mot de passe' field and the 'RESTER CONNECTÉ' checkbox.

Figure 4: Un-Mute registration.

You can now fill in the different text boxes (mail, surname, first name, password) to complete your account’s creation. Be sure to check the box “j’accepte les conditions générales d’utilisations” and click then on the button “créer mon compte un-mute”. Congratulations ! You are now an Un-Mute member !



The image shows a registration form with the following elements:

- A link: [Lire nos conditions générales d'utilisation et de vente](#)
- A checked checkbox: ☒ J'ACCEPTÉ LES CONDITIONS GÉNÉRALES D'UTILISATION*
- An unchecked checkbox: ☐ JE SOUHAITE RECEVOIR DES NEWSLETTERS ET AUTRES COMMUNICATIONS COMMERCIALES D'UN-MUTE ASBL
- An orange button with a play icon and the text: **CRÉER MON COMPTE UN-MUTE**

Figure 5: Un-Mute registration.

4 Create events on Ticket-it website

You need first to get logged in to the website by entering your Un-Mute account. Get access to the Ticked-it website here : <https://ticked-it.be/signin> You are now in your Ticked-it dashboard.



Figure 6: Ticked-it dashboard.

You can start a new campaign by clicking on 'Nouvelle campagne'. Choose the organization responsible for the event. You can let the default organization (you) or create a new one by clicking on 'Mes organisations' in your dashboard.

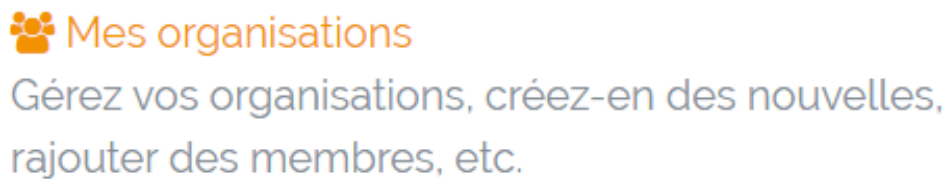


Figure 7: Ticked-it organisations.

You have then to choose a room where the event will take place. A few room are available by default but you can create a new one through 'Nouvelle salle' in your dashboard. Fill in the different text boxes and be sure to check the terms of use. A room may have several configurations. Those are specific layouts of your room. You can add a new one or click on the button 'Terminer' to let a default configuration for your event.

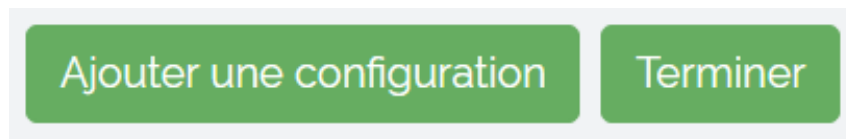


Figure 8: Ticked-it configuration.

Afterwards, fill in the following text boxes in your window's creating event. You can, at the end, add the crowd-funding option. This one allow you to fix a threshold corresponding to the minimum number of sold tickets to confirm the event. You can now finish up the event's creation ! Congratulations ! Your first event is now created ! Therefore, you need to add tickets to it !

4.1 Create tickets for your event

Just after creating your event, fix the maximum number of tickets that can be sold regardless of the type's ticket. Click then on the button 'Créer' to produce a new ticket. Fill in the different text boxes and confirm your ticket's creation by clicking on the green button.



Figure 9: Ticked-it create ticket.

You can now see you ticket newly created and edit or delete it. Go then to the next stage and enter your information's invoicing. Congratulations ! Your campaign has been officially created ! You can now edit it in your dashboard and pass it to the sell state to see your campaign online.

4.2 Personalize your tickets

In you dashboard, you can personalize tickets that have been created for an event by clicking on 'Personnaliser les tickets' alongside the event. Therefore, you have the possibility to add the event's picture on the ticket. Display the plan of the room, nearby bus and train station on it. Or even add a text to describe how to get to the room or just information you would want to annex.

5 Ticked-it application

Just after creating your event, fix the maximum number of tickets that can be sold regardless of the type's ticket. Click then on the button 'Créer' to produce a new ticket. Fill in the different text boxes and confirm your ticket's creation by clicking on the green button.

5.1 Settings

In the settings page, you are able to change the language of the app. For now, only French, English and Dutch are available but other can be added if asked. You can also enable the notifications. Those will allow you to be directly aware if some tickets are bought by some users. Finally, a dark mode is available for the app. This one is strongly recommended by Google because it is friendly for your eyes and it consumes less battery.

5.2 Once connected

Once connected, you will be able to see the list of your online events. To manage one, just click on it. Several options are available to you in the bottom navigation bar.

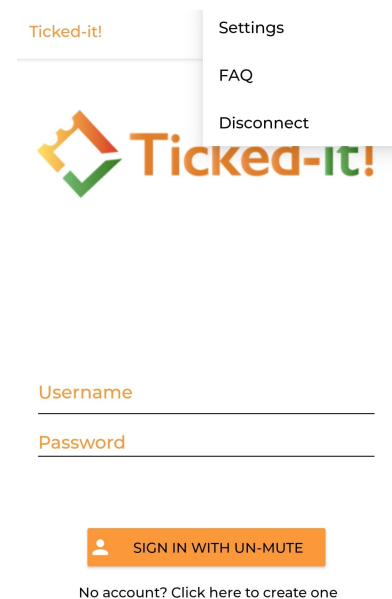


Figure 10: Ticked-it login.



Figure 11: Ticked-it menu.

5.2.1 Statistics

This page presents some graphics to visualize number of tickets sold and money collected by your event.

5.2.2 Scan

This functionality allows you to scan the bar code of tickets to check the entries of users at the event. However, you can still enter manually the bar code's text of the ticket to check the entries at the event.

5.2.3 Sell

This page gives you the ability to sell tickets for the event. Choose number of tickets you want to sell and confirm. You can (but it's optional) then save the buyer's info by entering its email, last and first name and pay

5.2.4 Audience

You can access here to the audience of the event. You will see, for each sold ticket, the name of the user (if saved, "anonyme" if not), his sit (if event has) and the command's number

Choose the tickets you want to sell

ticket_test 0.0	-	0	+
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[Or you can create a new ticket for your event by clicking on this text](#)

Figure 12: Ticked-it add tickets

← My event ⋮

ALL (10) IN (10) OUT (0)

anonyme (000)	
ticket Siège: N/A	
Commande:	

anonyme (000)	
ticket Siège: N/A	
Commande:	

Figure 13: Ticked-it audience

6 Frequently asked questions

- Do I have to be connected to the internet to use the app ?

No. However, you will need to sign in to the app, at least once, using an internet connection like Wifi or 3/4G. To scan tickets, you need to sync your app with our server's database on a daily base.

- Can I use 2 smartphones at the same time to scan tickets ?

Yes, if you are connected to the internet. If the two smartphones are not connected to the internet, people might successfully have their ticket scanned twice by two different devices.

- A third person has to use the app during an event, how can he/she have access to it ?

To be able to use the app, you have to be registered to the platform Ticked-it as an event manager. Thus, the person can either use the account of one of the managers of the event or you can temporarily add him/her to your organization.

7 For any problem

You can report or get help for any problem via this mail : stephane.leblanc@student.unamur.be Our team will answer as fast as possible. We sincerely thank you for using our app and trusting us, hoping that you have a pleasant experience on ticked-it.