

Project Report Template

Introduction

1.1 Overview

Event management is the process of creating and maintaining an event. This process spans from the very beginning of planning all the way to post-event strategizing.

At the start, an event manager makes planning decisions, such as the time, location, and theme of their event. During an event, event managers oversee the event live and make sure things run smoothly. After an event, event managers are tasked with reviewing event data, submitting KPI and ROI findings, and staying on the ball for any post-event offerings.

All different branches of planning go into event management, including various types of sourcing, designing, regulation checks, and on-site management. In event management, you could be in the process of creating a conference, a product launch, an internal sales kick-off, or even a wedding. Really, any event that requires considerable planning and execution is event management.

1.2 Purpose

The MAX FIT project's first objective is to create, identify events, and determine appropriate control measures. Multiple updates or changes may be made to a service or configuration item. In the MAX FIT event, business owners can create events for their clients. Some of these configurations can be critical, while some configurations may be minor without impacting other aspects of the IT service. After creating the events, if the owner of the event wants to cancel the event, then the owner can remove or delete it directly from the event object, and all the corresponding configurations will get deleted automatically. Categorizing these events and defining appropriate control actions for these various events is the goal of the event management process. Attendees that have registered for an event will receive an email alert regarding this event.

Problem Definition and Design thinking

2.1 Empathy Map

Template

Empathy map

Use this framework to develop a deep, shared understanding and empathy for other people. An empathy map helps describe the aspects of a user's experience, needs and pain points, to quickly understand your users' experience and mindset.

[Share template feedback](#)

Build empathy

The information you add here should be representative of the observations and research you've done about your users.

Says

What have we heard them say?
What can we imagine them saying?

See you
Thankful
Well good

Learning new

easy

Successful life

They understand it now

It is applied in helping

Thinks

What are their wants, needs, hopes, and dreams? What other thoughts might influence their behavior?

benefit

change life style

job opportunities

work hard

important

their responsibility is helping

Does

What behavior have we observed?
What can we imagine them doing?

Feels

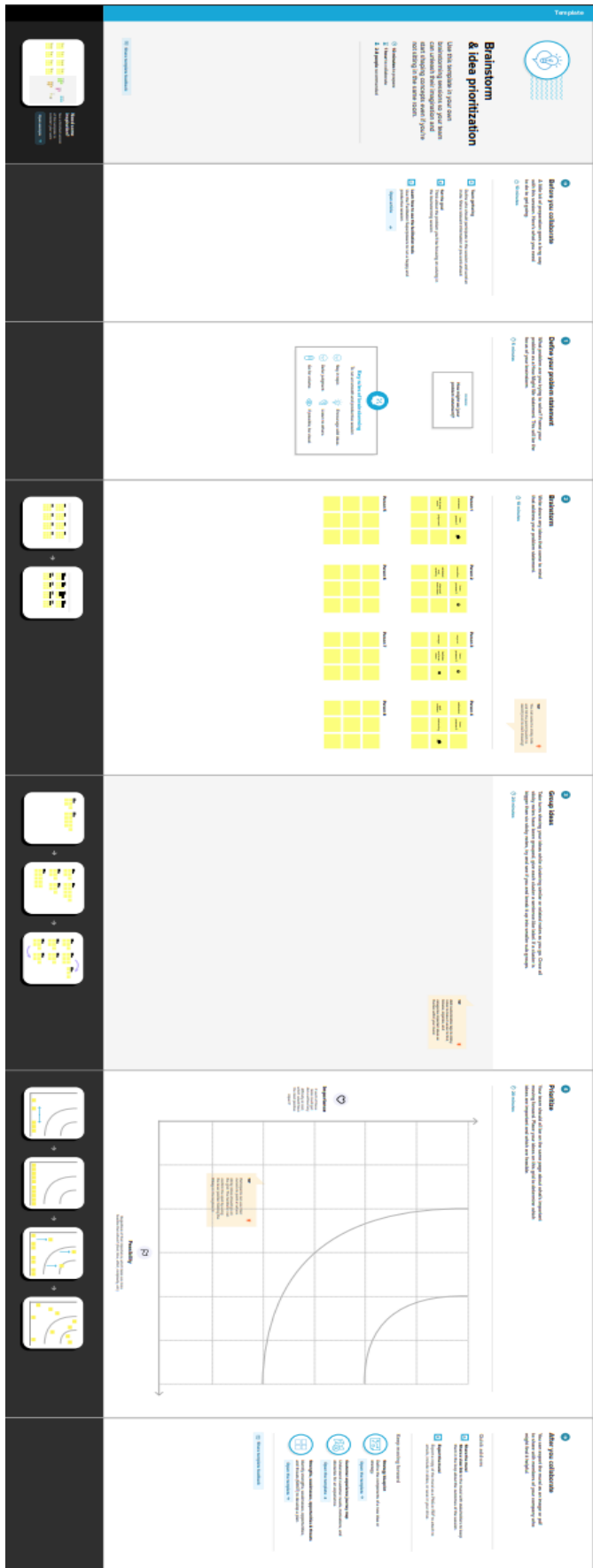
What are their fears, frustrations, and anxieties? What other feelings might influence their behavior?

Need some inspiration?

See a finished version of this template to kickstart your work.

[Open example](#)

2.2 Ideation and Brainstorming map



Result

3.1 Data Model

Object name	Fields in the Object	
Object 1 Department	Field label	Data type
	Field & Relationships	Currency
Object 2 Contact	Field label	Data type
	Field & Relationships	Master-Detail Relationship

3.2 Activity and Screenshot

Creating a Salesforce Developer Org:

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First Name*
Your first name

Last Name*
Your last name

Email*
Your email address

Role*
Your job role

Company*
Company Name

Country/Region*
Select Country/Region

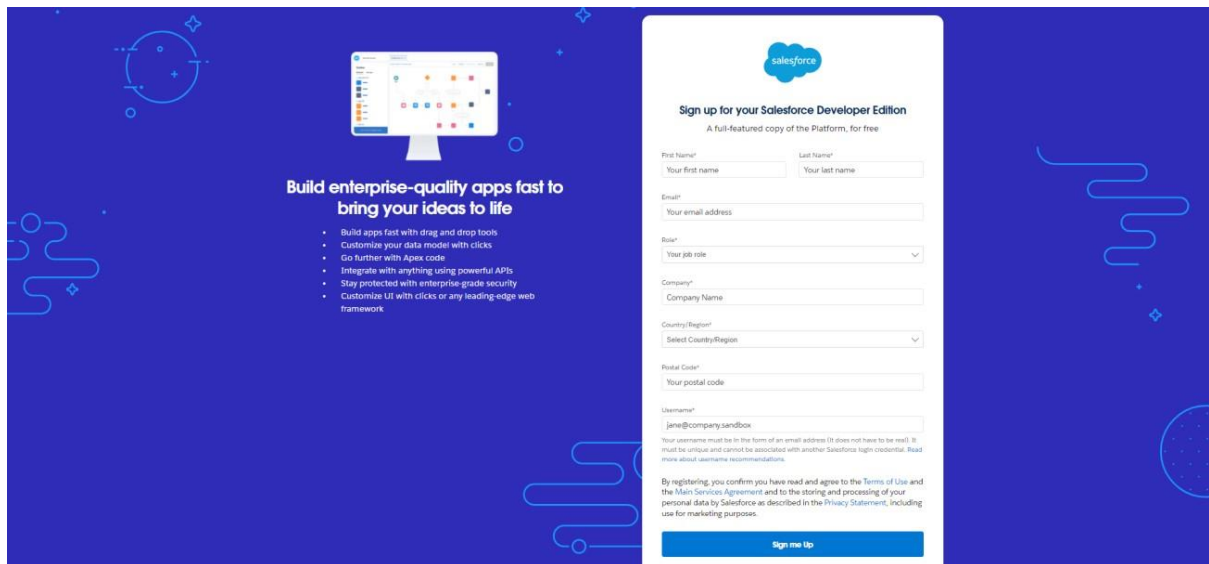
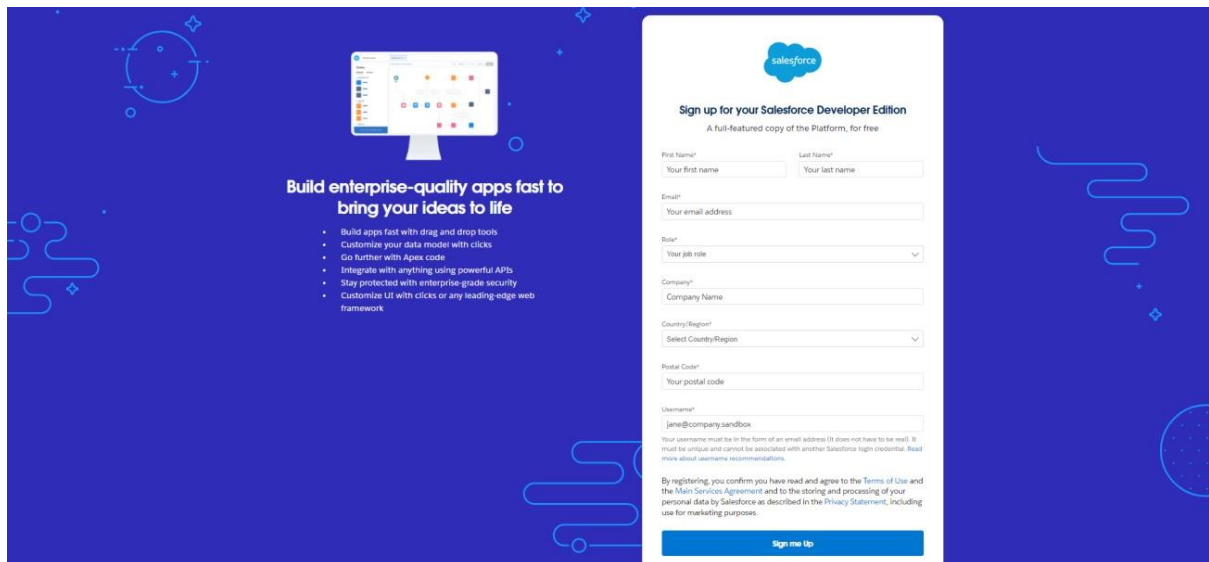
Postal Code*
Your postal code

Username*
jane@company.sandbox

Your username must be in the form of an email address (it does not have to be real). It must be unique and cannot be associated with another Salesforce login credential. Read more about username recommendations.

By registering, you confirm you have read and agree to the Terms of Use and the Master Services Agreement and to the storing and processing of your personal data by Salesforce as described in the Privacy Statement, including use for marketing purposes.

Sign me Up



Object:

Student | Data Modeling | NaanMudh... | Build a Custom Home Page | Home | Salesforce | Contact | Salesforce

creative-wolf-hjgty-dev-ed.trailblaze.lightning.force.com/lightning/setup/ObjectManager/Contact/Details/view

Gmail | YouTube | Maps | News | Translate | Account | Join India... | YouTube | Student | Dashboard - Student | nm-pbl/SB-PBL-GP... | Home - MURAL | Home | Salesforce

Search Setup

Setup | Home | Object Manager

SETUP > OBJECT MANAGER

Contact

Details

Fields & Relationships

Page Layouts

Lightning Record Pages

Buttons, Links, and Actions

Compact Layouts

Field Sets

Object Limits

Record Types

Related Lookup Filters

Search Layouts

Details

Description

API Name
Contact

Custom

Singular Label
Contact

Plural Label
Contacts

Enable Reports

Track Activities

Track Field History

Deployment Status

Help Settings
Standard salesforce.com Help Window

ENG 02:43 PM
IN 11-Apr-23

Tab:

The screenshot shows the Salesforce Setup interface for the 'Tabs' section. The left sidebar contains a search bar with 'tab' entered and a list of navigation items: User Interface, Loaded Console Tab Limit, Rename Tabs and Labels, and Tabs (selected). The main content area is titled 'SETUP Tabs' and contains four sections: Web Tabs, Visualforce Tabs, Lightning Component Tabs, and Lightning Page Tabs. The Lightning Component Tabs section is expanded, showing a table of tabs.

Action	Label	Tab Style	Description
Edit	Get Your Login Credentials	Flag	
Edit	Install a Package	Compass	
Edit	Welcome	Chalkboard	

Application:

The screenshot shows the Salesforce Setup interface for the 'Applications' section. The left sidebar contains a search bar with 'Quick Find' and a list of navigation items: Setup Home, Service Setup Assistant, Multi-Factor Authentication Assistant, Release Updates, Lightning Experience Transition Assistant, Salesforce Mobile App, Lightning Usage, Optimizer, ADMINISTRATION (with sub-items Users, Data, and Email), PLATFORM TOOLS, and Apps (selected). The main content area is titled 'Enable App Cloning' and shows a table of applications.

App Name	Developer Name	Description	Last Modified	App Type	Visible
1 All Tabs	AllTabSet		16/03/2023, 2:49 pm	Classic	
2 Analytics Studio	Insights	Build CRM Analytics dashboards and apps	16/03/2023, 2:49 pm	Classic	✓
3 Ant Migration Tool	Forcecom_Migration_Tool	The Force.com Migration Tool is a Java/Ant-based ...	16/03/2023, 2:49 pm	Connected (Managed)	
4 App Launcher	AppLauncher	App Launcher tabs	16/03/2023, 2:49 pm	Classic	✓
5 Bolt Solutions	LightningBolt	Discover and manage business solutions designed ...	16/03/2023, 2:49 pm	Lightning	✓
6 Commerce	Commerce	Manage your store's products, catalogs, and price...	16/03/2023, 2:49 pm	Lightning	✓
7 Community	Community	Salesforce CRM Communities	16/03/2023, 2:49 pm	Classic	✓
8 Content	Content	Salesforce CRM Content	16/03/2023, 2:49 pm	Classic	✓
9 Data Manager	DataManager	Use Data Manager to view limits, monitor usage, a...	16/03/2023, 2:49 pm	Lightning	✓
10 Dataloader Bulk	Dataloader_Bulk	The Data Loader is an easy to use graphical tool th...	16/03/2023, 2:49 pm	Connected (Managed)	

Enable App Cloning ☒ Enabled

28 Items • Sorted by App Name • Filtered by All appmenuitems - TabSet Type

App Name ↑	Developer Name	Description	Last Modified ...	App Type	Vi...
11 Dataloader Partner	Dataloader_Partner	The Data Loader is an easy to use graphical tool th...	16/03/2023, 2:49 pm	Connected (Managed)	
12 Digital Experiences	SalesforceCMS	Manage content and media for all of your sites.	16/03/2023, 2:49 pm	Lightning	✓
13 Force.com IDE	Forcecom_IDE	The Force.com IDE is a powerful client application f...	16/03/2023, 2:49 pm	Connected (Managed)	
14 Lightning Usage ...	LightningInstrumentation	View Adoption and Usage Metrics for Lightning Ex...	16/03/2023, 2:49 pm	Lightning	✓
15 Marketing	Marketing	Best-in-class on-demand marketing automation	16/03/2023, 2:49 pm	Classic	✓
16 Platform	Platform	The fundamental Lightning Platform	16/03/2023, 2:49 pm	Classic	
17 Playground Starter	Playground_Starter	Get started with your Trailhead Playground.	16/03/2023, 2:49 pm	Lightning (Managed)	✓
18 Sales	Sales	The world's most popular sales force automation (...)	16/03/2023, 2:49 pm	Classic	
19 Sales	LightningSales	Manage your sales process with accounts, leads, o...	16/03/2023, 2:52 pm	Lightning	✓
20 Sales Console	LightningSalesConsole	(Lightning Experience) Lets sales reps work with m...	16/03/2023, 2:49 pm	Lightning	✓
21 Salesforce Chatter	Chatter	The Salesforce Chatter social network, including pr...	16/03/2023, 2:49 pm	Classic	✓

Fields:

Student

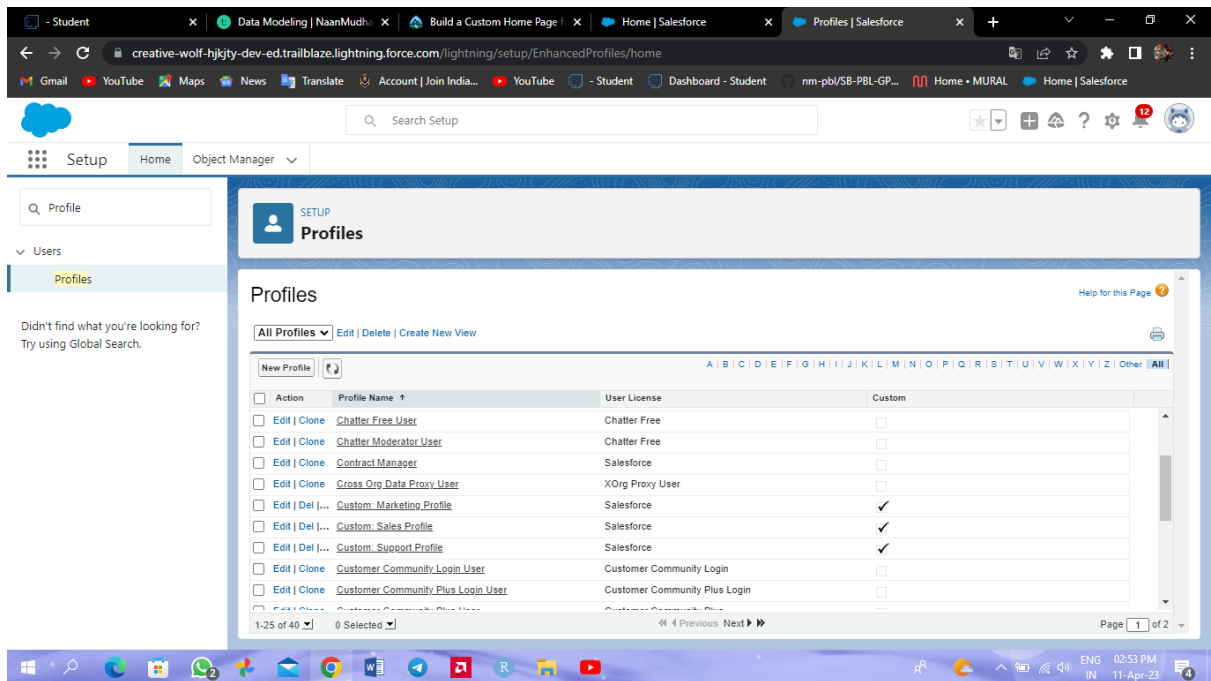
Details

Fields & Relationships 15 items, Sorted by Field Label

Quick Find → New Deleted Fields Field Dependencies Set History Tracking

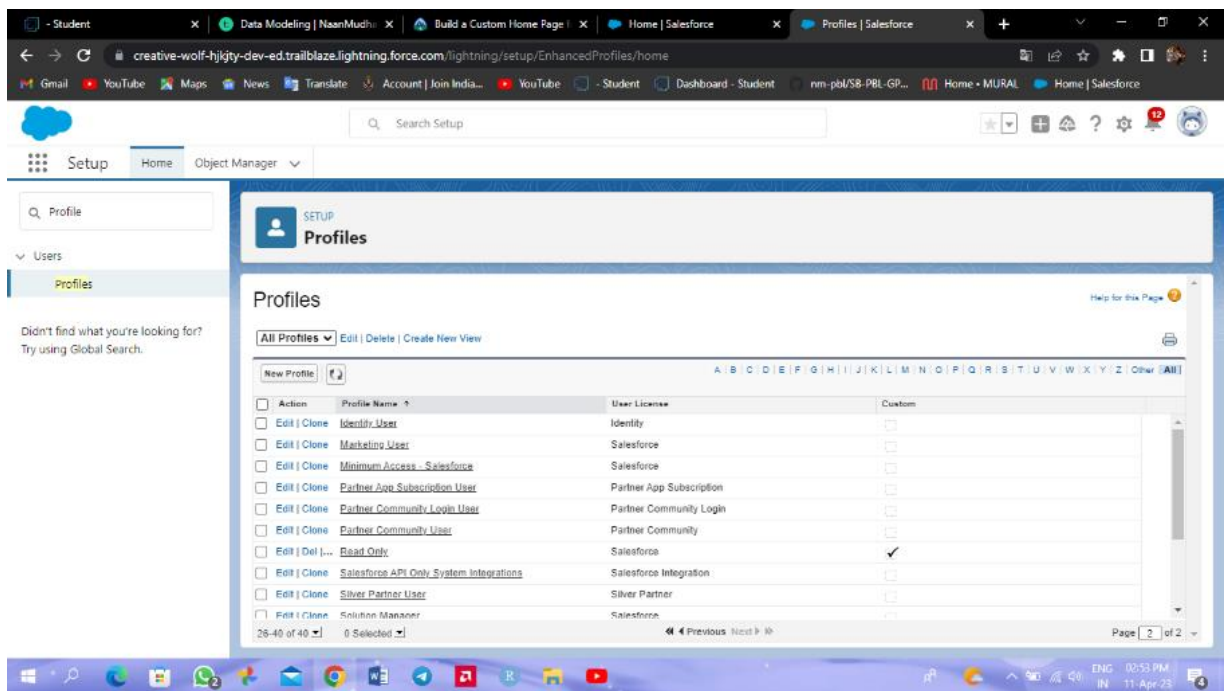
FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Id	Id	Auto Number		✓
Name	Name	Text		
Age	Age	Number(12, 0)		
Created By	CreatedBy	Lookup(User)		
Date of Birth	Date_of_Birth	Date		
Date of Joining	Date_of_joining	Date/Time		
Gender	Gender	Picklist		
Last Modified By	LastModifiedDate	Lookup(User)		
Name	Name	Text(20)		
Owner	OwnerId	Lookup(User Group)		✓
Phone no	phone_no	Phone		
Record Type	RecordTypeId	Record Type		✓
Teacher	teacher	Lookup(Teacher)		

Profile:



The screenshot shows the Salesforce Setup interface for the 'Profiles' section. The left sidebar contains a search bar and a navigation menu with 'Users' and 'Profiles' (highlighted). The main content area displays a table of profiles with columns for 'Action', 'Profile Name', 'User License', and 'Custom'. The table lists various profiles, including 'Chatter Free User', 'Chatter Moderator User', 'Contract Manager', 'Cross Org Data Proxy User', 'Custom Marketing Profile', 'Custom Sales Profile', 'Custom Support Profile', 'Customer Community Login User', and 'Customer Community Plus Login User'. The 'Custom' column has checkboxes for each profile, with some checked (e.g., 'Custom Marketing Profile', 'Custom Sales Profile', 'Custom Support Profile'). The bottom of the page shows a Windows taskbar with various application icons and a system clock indicating 02:53 PM on 11-Apr-23.

Action	Profile Name	User License	Custom
<input type="checkbox"/> Edit Clone	Chatter Free User	Chatter Free	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Chatter Moderator User	Chatter Free	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Contract Manager	Salesforce	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Cross Org Data Proxy User	XOrg Proxy User	<input type="checkbox"/>
<input type="checkbox"/> Edit Del ...	Custom Marketing Profile	Salesforce	<input checked="" type="checkbox"/>
<input type="checkbox"/> Edit Del ...	Custom Sales Profile	Salesforce	<input checked="" type="checkbox"/>
<input type="checkbox"/> Edit Del ...	Custom Support Profile	Salesforce	<input checked="" type="checkbox"/>
<input type="checkbox"/> Edit Clone	Customer Community Login User	Customer Community Login	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Customer Community Plus Login User	Customer Community Plus Login	<input type="checkbox"/>



This screenshot shows the Salesforce Setup interface for the 'Profiles' section, similar to the first one but with a different set of profiles. The left sidebar is identical. The main content area displays a table of profiles with columns for 'Action', 'Profile Name', 'User License', and 'Custom'. The table lists profiles such as 'Identity User', 'Marketing User', 'Minimum Access - Salesforce', 'Partner App Subscription User', 'Partner Community Login User', 'Partner Community User', 'Read Only', 'Salesforce API Only System Integrations', 'Silver Partner User', and 'Solution Manager'. The 'Custom' column has checkboxes for each profile, with 'Read Only' checked. The bottom of the page shows a Windows taskbar with various application icons and a system clock indicating 02:53 PM on 11-Apr-23.

Action	Profile Name	User License	Custom
<input type="checkbox"/> Edit Clone	Identity User	Identity	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Marketing User	Salesforce	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Minimum Access - Salesforce	Salesforce	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Partner App Subscription User	Partner App Subscription	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Partner Community Login User	Partner Community Login	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Partner Community User	Partner Community	<input type="checkbox"/>
<input type="checkbox"/> Edit Del ...	Read Only	Salesforce	<input checked="" type="checkbox"/>
<input type="checkbox"/> Edit Clone	Salesforce API Only System Integrations	Salesforce Integration	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Silver Partner User	Silver Partner	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Solution Manager	Salesforce	<input type="checkbox"/>

User:

creative-wolf-hjkjty-dev-ed.trailblaze.lightning.force.com/lightning/setup/ManageUsers/home

Setup Home Object Manager

User

Users

Permission Set Groups

Permission Sets

Profiles

Public Groups

Queues

Roles

User Management Settings

Users

Feature Settings

Data.com

Prospector Users

User Interface

Action Link Templates

Actions & Recommendations

SETUP Users

In addition, download SalesforceA to view and edit user details, reset passwords, and perform other administrative tasks from your mobile devices: [iOS](#) | [Android](#)

View: All Users Edit | Create New View

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other All

New User Reset Password(s) Add Multiple Users

Action	Full Name	Alias	Username	Role	Active	Profile
<input type="checkbox"/> Edit	Chatter Expert	Chatter	chatty_00d2w00000rfd6eah_xrhwwopzvo1@chatter.salesforce.com		<input checked="" type="checkbox"/>	Chatter Free User
<input type="checkbox"/> Edit Login	Daniels Amy	adani	aadaniels03@wbyyellow.com	Western Sales Team	<input checked="" type="checkbox"/>	Standard Profile - No Acct Delete
<input type="checkbox"/> Edit	Kim Ted	tkim	tkim@wbyyellow5.com	Western Sales Team	<input type="checkbox"/>	Standard Profile - No Acct Delete
<input type="checkbox"/> Edit	Larkin Noah	nlark	nlarkin@wbypurple.com2	Customer Support International	<input type="checkbox"/>	Standard Profile - No Acct Delete
<input type="checkbox"/> Edit	Lorrette Maya	mlorr	mlorrette@wbyyellow0678.com	Western Sales Team	<input type="checkbox"/>	Standard Profile - No Acct Delete
<input type="checkbox"/> Edit	P Chandian	CP	secchandhian33@creative-wolf-hjkjty.com		<input checked="" type="checkbox"/>	System Administrator
<input type="checkbox"/> Edit	User Integration	integ	integration@00d2w00000rfd6eah.com		<input checked="" type="checkbox"/>	Analytics Cloud Integration User
<input type="checkbox"/> Edit	User Security	sec	insightssecurity@00d2w00000rfd6eah.com		<input checked="" type="checkbox"/>	Analytics Cloud Security User

New User Reset Password(s) Add Multiple Users

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other All

Permission sets:

creative-wolf-hjkjty-dev-ed.trailblaze.lightning.force.com/lightning/setup/PermSets/home

Setup Home Object Manager

Permission sets

Users

Permission Sets

Didn't find what you're looking for? Try using Global Search.

SETUP Permission Sets

Permission Sets

On this page you can create, view, and manage permission sets.

In addition, you can use the SalesforceA mobile app to assign permission sets to a user. Download SalesforceA from the App Store or Google Play: [iOS](#) | [Android](#)

All Edit | Delete | Create New View

New

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other All

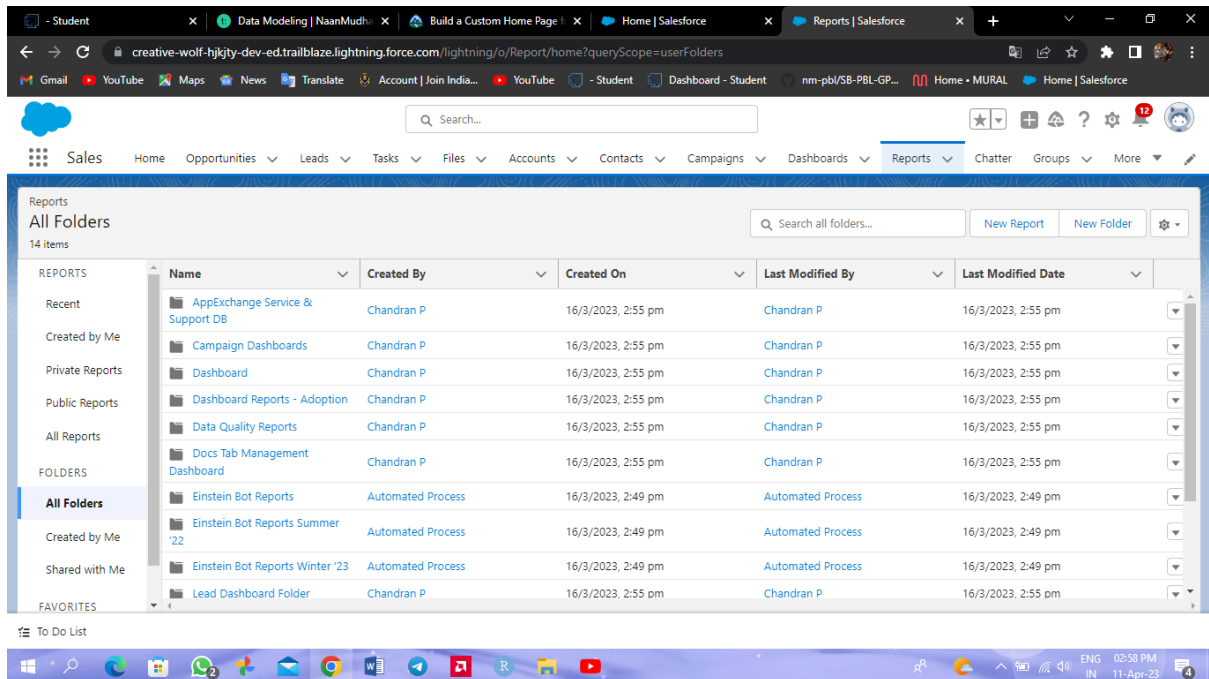
Action	Permission Set Label	Description	License
<input type="checkbox"/> Clone	Buyer	Allows access to the store. Lets users see products and c...	B2B Buyer Permission Set One Seat
<input type="checkbox"/> Clone	Buyer Manager	Includes all Buyer capabilities, and allows access to mana...	B2B Buyer Manager Permission Set One Seat
<input type="checkbox"/> Clone	CRM User	Denotes that the user is a Sales Cloud or Service Cloud u...	CRM User
<input type="checkbox"/> Clone	Commerce Admin	Allow access to commerce admin features.	Commerce Admin Permission Set License Seat
<input type="checkbox"/> Clone	Delete Accounts	Grants Delete Accounts permisso	Salesforce Platform
<input type="checkbox"/> Clone	FieldServiceMobileStandardPermSet	Grants your mobile workforce access to the Field Service ...	Field Service Mobile
<input type="checkbox"/> Clone	Merchandiser	Allow access to commerce merchandising features.	Commerce Merchandiser User Permission Set License ...

1-15 of 15 0 Selected

Previous Next

Page 1 of 1

Reports:



The screenshot displays the Salesforce Reports interface. The top navigation bar includes tabs for Sales, Home, Opportunities, Leads, Tasks, Files, Accounts, Contacts, Campaigns, Dashboards, Reports (selected), Chatter, Groups, and More. The main content area is titled 'Reports' and 'All Folders' (14 items). A search bar is present with the text 'Search all folders...'. Below the search bar is a table listing reports and folders. The table has columns for Name, Created By, Created On, Last Modified By, and Last Modified Date. The reports listed include 'AppExchange Service & Support DB', 'Campaign Dashboards', 'Dashboard', 'Dashboard Reports - Adoption', 'Data Quality Reports', 'Docs Tab Management Dashboard', 'Einstein Bot Reports', 'Einstein Bot Reports Summer '22', 'Einstein Bot Reports Winter '23', and 'Lead Dashboard Folder'. The 'Created By' and 'Last Modified By' columns show 'Chandran P' for most reports and 'Automated Process' for the Einstein Bot Reports. The 'Created On' and 'Last Modified Date' columns show '16/3/2023, 2:55 pm' for most reports and '16/3/2023, 2:49 pm' for the Einstein Bot Reports.

Name	Created By	Created On	Last Modified By	Last Modified Date
AppExchange Service & Support DB	Chandran P	16/3/2023, 2:55 pm	Chandran P	16/3/2023, 2:55 pm
Campaign Dashboards	Chandran P	16/3/2023, 2:55 pm	Chandran P	16/3/2023, 2:55 pm
Dashboard	Chandran P	16/3/2023, 2:55 pm	Chandran P	16/3/2023, 2:55 pm
Dashboard Reports - Adoption	Chandran P	16/3/2023, 2:55 pm	Chandran P	16/3/2023, 2:55 pm
Data Quality Reports	Chandran P	16/3/2023, 2:55 pm	Chandran P	16/3/2023, 2:55 pm
Docs Tab Management Dashboard	Chandran P	16/3/2023, 2:55 pm	Chandran P	16/3/2023, 2:55 pm
Einstein Bot Reports	Automated Process	16/3/2023, 2:49 pm	Automated Process	16/3/2023, 2:49 pm
Einstein Bot Reports Summer '22	Automated Process	16/3/2023, 2:49 pm	Automated Process	16/3/2023, 2:49 pm
Einstein Bot Reports Winter '23	Automated Process	16/3/2023, 2:49 pm	Automated Process	16/3/2023, 2:49 pm
Lead Dashboard Folder	Chandran P	16/3/2023, 2:55 pm	Chandran P	16/3/2023, 2:55 pm

Trailhead Profile Public URL

Team Lead- <https://trailblazer.me/id/chanp41>

Team Member 1- trailblazer.me/id/dhank61

Team Member 2- <https://trailblazer.me/id/dhanb13>

Team Member 3-

Advantages and Disadvantage

5.1 Advantages

- Promotion of new products or services
- Achieving the desired exposure and brand awareness
- Attracting more prospects and clients from exhibitions and trade shows

- Improving brand positioning through professional events and conferences
- Creative solutions to drive the highest level of satisfaction from the guests
- Handling all permissions, permits, insurance and security concerns
- Saving valuable time, efforts and money when hiring experience event managers
- Gaining more experience for your business internal public relation and marketing teams when collaborating with professional event planning companies
- Reducing the possibility of any incidents that harm the professional atmosphere
- Reducing the stress of planning and managing your business events internally

5.2 Disadvantage

- The first disadvantage and probably the biggest one of energy conservation is nature itself.
- Many organization decide to use alternative energy but then back out right away due to the high cost that they will bear.
- Alternative energy is also hard to setup in structures already and most require brand new setup systems.
- They are expensive in general they are more expensive then fossil fuels. Fossil fuels are readily available and can be used right on site while these alternative energy changes variously and needs a huge investment to produce any type of benefits.

Applications

- Creative solutions to drive the highest level of satisfaction from the guests
- Handling all permissions, permits, insurance and security concerns
- Saving valuable time, efforts and money when hiring experience event managers
- Gaining more experience for your business internal public relation and marketing teams when collaborating with professional event planning companies
- Adding a social network to the app where people can connect with each other.
- Adding a shipment feature to the application like UPS or FedEx by buying their subscription.
- Providing a platform for the event managers in the city to publish and advertise their events and also sell their products

Conclusion

The role of event and festival management on a large scale is the integration of a series of plans and their management by means of identifying deliverables and their monitoring.

Risk is embedded in each of these plans and their management and provides the agent to control the dynamic, evolving complex system.

Event planning is a rising profession and since Americans are getting more organized in what we do, we need event planners to help us get organized and coordinated in all occasions like weddings, meetings, conferences, spring and winter games, and all other professional and personal events.

Future Scope

1. Using Lightning Web Component, and developers can develop this application in a more efficient way.
2. Incorporating a consumer complaint section where people can get help from the authority quickly.
3. Adding a social network to the app where people can connect with each other.
4. Adding a shipment feature to the application like UPS or FedEx by buying their subscription.
5. Providing a platform for the event managers in the city to publish and advertise their events and also sell their products.