

Software Requirements Specification

for

Event Management Web Application

Version 1.0 approved.

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1.Introduction

1.1 Purpose

The purpose of the Event Management Web Application is to provide a comprehensive and user-friendly platform for efficiently planning, organizing, and managing various types of events. This system aims to streamline event processes, from initial planning and budgeting to participant registration and post-event feedback collection. The

application will allow event organizers to create customized event pages, manage attendee registrations, handle ticketing and payments, and facilitate communication with participants. Additionally, the system will generate insightful reports, aiding in strategic decision-making. Ultimately, this Event Management Web Application seeks to enhance event coordination, participant engagement, and overall event success through its intuitive interface and robust features.

1.2 Project Scope

The Event Management web application aims to streamline the entire event planning process, offering a comprehensive platform for event organizers, clients, and participants. The application will allow users to create, manage, and promote events, handling registration, ticketing, scheduling, and communication. The project scope encompasses user-friendly event creation interfaces, customizable event pages, secure payment gateways, attendee tracking, and real-time analytics. Additionally, the application will facilitate efficient communication between stakeholders, sending notifications, reminders, and updates. The system will be designed for scalability, ensuring smooth performance even during peak usage. This scope statement outlines the foundation for a sophisticated Event Management solution with a seamless user experience.

1.3 Why Event Management Web Application

- 1. Efficiency and Organization:** An Event Management web application streamlines the entire event planning process,

enabling efficient management of tasks like registration, ticketing, scheduling, and communication. This ensures that all event-related activities are well-organized and seamlessly executed.

2. Automation and Time Savings: Automating various tasks like attendee registration, payment processing, and data collection eliminates manual effort, saving significant time and reducing the chances of errors.

3. Enhanced User Experience: The application provides user-friendly interfaces for event creation, customization, and participation, enhancing the user experience for organizers and attendees.

4. Data Centralization: A centralized database for all event-related information simplifies data management and access. This enables real-time tracking of registrations, attendance, and other vital metrics.

5. Customization and Branding: The application allows event organizers to create personalized event pages, reflecting their branding. This customization enhances the event's image and engagement.

6. Analytics and Insights: The built-in analytics tools provide valuable insights into attendee behavior, preferences, and event performance. These insights help organizers make informed decisions for future events.

7. Communication and Engagement: The application facilitates seamless communication with participants through notifications, updates, and reminders. This keeps attendees engaged and informed about event details.

Incorporating these reasons into the Software Requirements Engineering process ensures the development of a practical Event Management web application that meets the needs of both organizers and participants.

2. Overview

2.1 Product Editions:

There will be only one version of the product.

1. Cloud Edition

The instance of the software will be hosted on reputed Cloud hosting. All instances will get a dedicated Event Management Web Application subdomain for them, if necessary with a custom domain name.

2.2 Product Features:

1. Event Creation and Management: User-friendly interfaces to create and manage events, including setting event details, dates, venues, and ticket types.

2. Registration: Smooth attendee registration process with options, pricing, and secure payment gateways.

3. Customizable Event Pages: Allow event organizers to customize event pages with branding, images, and event-specific information.

- 4. Real-time Analytics:** Provide insights into attendee registration, engagement, and other vital event metrics.
- 5. Communication Hub:** Send notifications, reminders, and updates to attendees and stakeholders through the platform.
- 6. Attendee Management:** Efficiently track attendee details, preferences, and attendance status.
- 7. Scheduling and Agenda:** Create event schedules, sessions, and agendas, and enable attendees to customize their own schedules.
- 8. Exhibitor and Sponsor Management:** Dedicated modules for managing exhibitor booths, sponsorship packages, and interactions.
- 9. Networking Features:** Enable attendees to connect and network through discussion forums, chat, and virtual meetups.
- 10. Feedback and Surveys:** Collect post-event feedback and insights through surveys, helping improve future events.
- 11. Mobile Accessibility:** Ensure the application is accessible and user-friendly on mobile devices.

2.3 Key Modules:

- 1. User Authentication and Profiles:** Manage user accounts, profiles, and access levels for organizers, attendees, sponsors, and exhibitors.

- 2. Event Creation and Setup:** Provide tools to create and customize event details, including dates, venues, speakers, and agendas.
- 3. Registration:** Allow attendees to register for events, and make payments securely.
- 4. Communication Hub:** Enable event organizers to send notifications, updates, and announcements to attendees.
- 5. Analytics and Reporting:** Generate real-time reports on attendee demographics, engagement, and other event metrics.
- 6. Attendee Management:** Track attendee information, preferences, and attendance status.
- 7. Agenda and Schedule:** Create and manage event schedules, sessions, and agendas.
- 8. Exhibitor and Sponsor Management:** Provide tools for exhibitors and sponsors to manage their participation, including booth setup and promotional materials.
- 9. Networking and Interaction:** Implement features for attendees to connect, chat, and engage in discussions.
- 10. Feedback and Survey:** Allow organizers to collect feedback through surveys, helping improve future events.
- 11. Payment Gateway Integration:** Integrate secure payment gateways for smooth financial transactions.
- 12. Mobile App:** Develop a mobile app for attendees to access event information and engage on the go.

3. Functional Requirements

1. User Registration and Authentication:

- Users should be able to register and create accounts.
- Authentication mechanisms like email verification and password reset should be implemented.

2. Event Creation and Management:

- Event organizers should be able to create new events with details such as event name, date, time, location, and description.
- The ability to edit, update, and delete events should be provided.

3. Registration:

- Attendees should be able to register for events.
- A secure payment gateway integration should be in place.

4. Custom Event Pages:

- Event organizers should have the option to customize event pages with images, branding, and event-specific information.

5. Event Promotion and Marketing:

- Tools for promoting events through social media sharing, email campaigns, and referral programs should be available.

6. Attendee Management:

- Organizers should be able to view and manage attendee lists.

- Check-in functionality for registered attendees should be provided.

7. Real-time Communication:

- Event organizers should be able to send notifications and updates to attendees.
- Attendees should receive alerts about event changes or cancellations.

8. Analytics and Reporting:

- The system should provide analytics on event registrations, attendance, and engagement.
- Reports that help organizers assess event success should be generated.

9. User Roles and Permissions:

- Different user roles such as organizers, attendees, and administrators should have appropriate access levels and permissions.

10. Integration with Calendar Tools:

- Attendees should be able to add event details to their personal calendars (e.g., Google Calendar, Outlook).

11. Feedback and Reviews:

- Attendees should be able to provide feedback and leave reviews for events they've attended.

12. Mobile Compatibility:

- The application should be responsive and accessible on various devices including smartphones and tablets.

13. Search and Filters:

- Users should be able to search for events based on categories, location, date, and other criteria.

14. Multi-language and Internationalization:

- The application should support multiple languages and regional settings.

15. Privacy and Data Security:

- User data, payment information, and other sensitive data should be encrypted and stored securely.

16. Third-party Integrations:

- Integration with social media platforms and analytics tools may be necessary.

4.Non-Functional Requirements

1. Performance: The application should be responsive, with page load times kept under a certain threshold to ensure a smooth user experience, especially during high traffic times.

2. Scalability: The system should handle a significant increase in users or event data without performance degradation. It should scale both vertically (adding more resources to a server) and horizontally (adding more servers) as needed.

- 3. Security:** The application should employ strong encryption for sensitive data, implement secure user authentication and authorization, and follow best practices to prevent common web vulnerabilities such as SQL injection and cross-site scripting.
- 4. Reliability:** The system should be available and reliable, with minimal downtime. The Mean Time Between Failures should meet a specified value, and the Mean Time to Recovery should be minimized.
- 5. Availability:** The application should have a high availability rate to ensure it's accessible to users at almost all times. This might involve redundant servers, failover mechanisms, and disaster recovery plans.
- 6. Compatibility:** The application should be compatible with various web browsers and different devices (desktops, tablets, smartphones), and various operating systems.
- 7. Usability:** The user interface should be intuitive and user-friendly, requiring minimal training for both event organizers and participants.

- 8. Accessibility:** The application should be designed with accessibility standards in mind, ensuring it's usable by individuals with disabilities, including those using screen readers or other assistive technologies.
- 9. Regulatory Compliance:** The application should adhere to relevant laws and regulations regarding data privacy and payment processing.
- 10. Data Backup and Recovery:** Regular automated backups of event data and user information should be performed, and a well-defined recovery process should be in place in case of data loss or system failure.
- 11. Auditability:** The system should maintain logs of user activities, including event creation, modifications, and data access. This aids in monitoring and detecting any unauthorized actions.
- 12. Localization:** The application should support multiple languages and localized date/time formats to cater to users from different regions.
- 13. Technical Support and Documentation:** Adequate technical support channels and comprehensive documentation, including user guides and troubleshooting materials, should be provided.

14. Response Time: The system should respond to user actions within a certain time frame to maintain an interactive experience.

15. Capacity Planning: The application should be able to handle a predefined maximum number of simultaneous users without performance degradation.

5. Support

We recognize the growing demand for efficient event planning and management in various sectors. The proposed Event Management Web Application aims to address this need by providing a comprehensive and user-friendly platform for event organizers, participants, and clients. Our support for this application is grounded in the belief that a robust digital solution can significantly enhance the efficiency, organization, and overall experience of planning and participating in events.

This software will be developed with a keen focus on user-centric design, automation, data centralization, and insightful analytics. It will empower event organizers to effortlessly create, customize, and promote events, while participants can conveniently register, interact, and stay updated about event details. The application's capabilities align with contemporary trends, providing a seamless and engaging experience for users.

We are committed to employing our expertise in software engineering and user experience design to ensure that this Event Management Web Application meets and exceeds the

expectations of stakeholders. Our goal is to contribute to the creation of a highly functional, scalable, and innovative solution that addresses the complexities of event planning and management in today's dynamic environment.

As we embark on this software development journey, our support is unwavering in providing the technical prowess and collaborative spirit required to turn this vision into a tangible and impactful reality.

6.Non-Disclosure Agreement

This Non-Disclosure Agreement is entered into by and between Event Management Web Application Company, hereinafter referred to as the "Disclosing Party," and Recipient's Company, hereinafter referred to as the "Recipient," collectively referred to as the "Parties."

Purpose and Scope

The Disclosing Party intends to share confidential information related to the development of an Event Management Web Application with the Recipient for the purpose of gathering Software Requirements Specification (SRS) input. The Parties agree that all information disclosed by the Disclosing Party, whether orally, in writing, or in any other form, shall be considered confidential and subject to the terms outlined in this Agreement.

Confidential Information

Confidential information includes but is not limited to, all documentation, diagrams, design specifications, data models, source code, algorithms, trade secrets, business plans, marketing strategies, and any other information related to the Project disclosed by the Disclosing Party.

Obligations of Recipient

The Recipient agrees to use the confidential information solely for the purpose of providing input on the Software Requirements Specification for the Event Management Web Application.

The Recipient shall not disclose, reproduce, distribute, or otherwise make available confidential information to any third party without the prior written consent of the Disclosing Party.

The Recipient shall take reasonable measures to protect the confidentiality of the disclosed information, including but not limited to implementing adequate security protocols and safeguards.

Term and Termination

This Agreement shall commence upon the date of acceptance and shall continue for a period of 5 years unless terminated earlier by written agreement of both Parties.

Return of Confidential Information

Upon the termination of this Agreement, the Recipient shall promptly return all confidential information, including any copies or reproductions, to the Disclosing Party.

Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the company. Any disputes arising under or in connection with this Agreement shall be subject to the exclusive jurisdiction of the courts located in Jurisdiction.

Entire Agreement

This Agreement constitutes the entire agreement between the Parties concerning the subject matter hereof and supersedes all prior discussions, negotiations, and agreements, whether oral or written.

By accepting this Non-Disclosure Agreement, the Parties acknowledge their understanding of an agreement to the terms outlined herein.

Disclosing Party:

Event Management Web Application Company

Farzine

10-7-2023

Recipient:

Recipient's Name or Company Name:

Mr. Jamal