

User Guide for VenueSender

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1 Overview

VenueSender is a specialized tool designed for modern organizers, automating email and template sending to venues. It offers features like venue filtering, email management, and template creation. This guide aims to provide a comprehensive understanding of both the basic and advanced functionalities, including the technicalities of venue selection, email management, and error handling.

2 Getting Started

2.1 Initial Setup

Configuration Files:

- **venues.csv**: Contains your custom venues database.
- **venues.db**: Contains the official VenueSender database (encrypted).
- **config.json**: Holds SMTP settings.
- **registration_key**: Your VenueSender registration key.

File Paths:

- `config.json` should be in the same directory as the VenueSender application.
- `venues.csv` and `venues.db` should be in a sub-directory named `db`.
- `registration_key.txt` should also be in the same directory as the VenueSender application.

2.2 Initialization Checks

The program will attempt to read settings from `config.json`. A message saying "Configuration Loaded" will appear if successful.

2.3 Secure Password Entry

Password Prompt: The program will prompt for your email password securely. Characters will be masked with asterisks (*) for added security.

Note: The program checks for Caps Lock and alerts if it is on.

3 Navigating the Color-Coded Menus

The program utilizes a color-coded system for different menu headers to make the user experience more interactive and intuitive. The color codes are as follows:

- **Cyan**: Main headers for major categories like Venue Selection, Venue Options, Email Options, etc.
 - **Light Blue**: Subcategories within Email Options.
 - **Orange**: Special attention items.
 - **Green**: Confirmations like "Email Saved" or "Template Saved".
 - **Red**: Error or unknown menu items.
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4 Menu Structure

- **Main Menu** (MainMenuOption):
 - Venue Selection
 - Venue Options
 - Email Options
 - Templates
 - Configuration
 - Exit
 - **Venue Selection** (VenueSelectionOption):
 - Select Venues for Emails
 - Select Venues for Templates
 - Return to Main Menu
 - **Venue Options** (VenueOptions):
 - View Selected Venues for Emails
 - View Selected Venues for Templates
 - Clear Selected Venues for Emails
 - Clear Selected Venues for Templates
 - Return to Main Menu
 - **Email Options** (EmailOptions):
 - Create Email
 - View/Edit Emails
 - Email Custom Address
 - Send Emails
 - Return to Main Menu
 - **Templates** (TemplateOptions):
 - Create Venue Booking Template
 - View/Edit Booking Templates
 - Clear Booking Template Attachment
 - Add Booking Template Attachment
 - Send Booking Templates
 - Clear Booking Template
 - Return to Main Menu
 - **Configuration** (ConfigurationOptions):
 - Show Email Settings
 - Edit Email Settings
 - Return to Main Menu
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5 Venue Selection

5.1 Filters

You can filter venues based on:

- Country (e.g., USA, France)
- State (e.g., AL, Paris Region)
- City (e.g., Daphne, Paris)
- Capacity (e.g., 100, 300)
- Genre (e.g., Mixed, Rock)

Note: To make multiple selections, use comma-separated indices or type `ALL` for all options.

5.2 Final Venue Selection

After applying the filters, a final list will be generated. For example, if you filter by country "USA," you may get:

Venue1, venue1@mock.com, USA, AL, Daphne, 100, Mixed

6 Venue Options

- **View Selected Venues:** See your selected venues.
- **Clear Selected Venues:** Remove all selected venues.

7 Email Options

7.1 Creating Custom Emails

- **Enter Custom Email Address:** You will be prompted to enter a custom recipient email address.
- **Enter Subject:** You can enter a custom subject for the email. Subject length is validated.
- **Enter Message:** You will be prompted to input the message body. Message length is validated.
- **Attachment:** You will have the option to add an attachment. Attachment size and path are validated.

Note: If SSL is enabled, peer verification should also be enabled to avoid errors.

7.2 Email Configuration

- **SMTP Ports:** The system supports both SSL/TLS (Port 465) and default SMTP (Port 587) options.

7.3 Email Validation

The program uses both standard and Boost regex libraries to validate email addresses and URLs.

7.4 Attachments

- **Add Attachments:** You can add attachments to your emails, limited to 24 MB.
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7.5 Email Sending Progress

The program will display a progress percentage for each successful email sent. This allows you to keep track of how many emails are left to be sent in the current batch.

7.6 Confirming Email Sending

- **Confirmation Prompt:** After creating emails or templates, a confirmation prompt will appear to confirm the sending operation.
- **Abort:** You can abort the sending process anytime by choosing 'N' or 'n' when prompted.

8 Templates

8.1 Creating a Booking Template

The system collects data such as genre, performance type, hometown, similar artists, date, and various links like music and live performance videos. Input is validated for mandatory fields and URL formats.

8.2 Booking Templates

- **Append Fields:** You can optionally append fields like genre, performance type, hometown, and more to your templates.

8.3 Template Attachments

- **Add Attachments:** You can add attachments to your templates, limited to 24 MB.

8.4 Optional Template Fields

The program allows you to optionally append fields like genre, performance type, hometown, and more to your templates. These are automatically filled in for each venue based on the data provided.

8.5 Modifying a Template

You can choose to modify any field of the template even after it has been generated. You'll be presented with a list of all fields that can be modified.

9 Configuration

View and update current email settings like SSL, Peer Verification, Host Verification, and other SMTP configurations.

10 Exiting the Program

To exit, choose the Exit option and confirm your choice.

11 Error Handling

The program employs an `ErrorHandler` to display appropriate error messages for effective troubleshooting. These error messages are color-coded in red to catch your attention.

11.1 Menu and Selection Errors

- **Invalid Choice:** If you make an invalid choice in the menu.
- **Invalid Index:** If you try to access an index that does not exist.
- **Invalid Index Format:** If the format of the index is wrong.
- **Invalid Character Input:** If you provide characters other than 'Y/y' or 'N/n'.

11.2 Email, Attachment, and Template Errors

- **Invalid Subject Length:** If the email subject exceeds 50 characters.
- **Message Blank:** If the email message is empty.
- **Message Length Error:** If the email message exceeds 2000 characters.
- **Email Send Failure:** If the email fails to send.
- **Invalid Recipient Email Format:** If the email format of the recipient is incorrect.
- **Invalid Sender Email Format:** If the email format of the sender is incorrect.
- **Attachment Errors:** If the attachment size exceeds 24 MB or the file doesn't exist at the specified path.
- **MIME Initialization Error:** If MIME initialization fails during email sending.
- **SMTP Connection Error:** If the program couldn't connect to the SMTP server.
- **SMTP Authentication Error:** If the SMTP server denies login due to authentication issues.

11.3 System Errors

- **OpenSSL Initialization:** If OpenSSL fails to initialize.
- **SMTP Errors:** Various errors related to SMTP like connection failure, authentication failure, etc.
- **SSL Errors:** If SSL verification fails.

12 Technical Details

- The program is cross-platform and works on Linux, macOS, and Windows.
- Uses AES-256-CBC for encryption.
- Can read venue data from either a CSV file or an encrypted SQLite database.
- Uses Boost libraries for various utility functions.

13 Progress and Status Display

- **Email Details:** Before sending the email, the system displays all the details like sender, recipient, subject, and attachments.
 - **Sending Progress:** The system displays real-time progress of the emails sent.
 - **Completion Status:** At the end, a summary will be displayed showing the number of successfully sent emails.
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14 Conclusion

VenueSender offers a comprehensive solution for managing and automating your venue bookings. For any errors encountered, the `ErrorHandler` module will assist you.

15 FAQ

Q1: How do I obtain a VenueSender registration key?

A1: To obtain a registration key, please contact VenueSender support.

Q2: How can I troubleshoot SMTP-related issues?

A2: Check the SMTP server settings in `config.json`, ensure SSL/TLS is configured correctly, and verify your credentials.

Q3: Can I send emails with large attachments?

A3: Yes, you can send attachments up to 24 MB in size.

Q4: What should I do if I encounter SSL verification errors?

A4: Ensure that SSL settings in `config.json` are correctly configured and that your system has necessary SSL libraries installed.

Q5: How can I modify an existing template?

A5: You can modify a template by selecting the "Modifying a Template" option in the Templates menu.

Happy Booking!
