



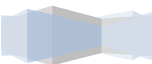
# **SPCSUSA ADMINCP\_CONVENTION USER'S MANUAL**

**Developed By:**  
**Capital Technosys**  
**[capitaltechnosys.com](http://capitaltechnosys.com)**



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# **1. ADMINCP\_CONVENTION**

Admin can access all modules of admincp\_convention.

[www.spcsusa.org/admincp\\_convention/login](http://www.spcsusa.org/admincp_convention/login).

## **1.1 Login**

Only admin user can login from here.

URL: [www.spcsusa.org/admincp\\_convention/login](http://www.spcsusa.org/admincp_convention/login).

**ADMINISTRATOR LOGIN**  
Please login to access administrator panel

---

**Username**  
Admin Panel Email

**Password**  
Enter your password

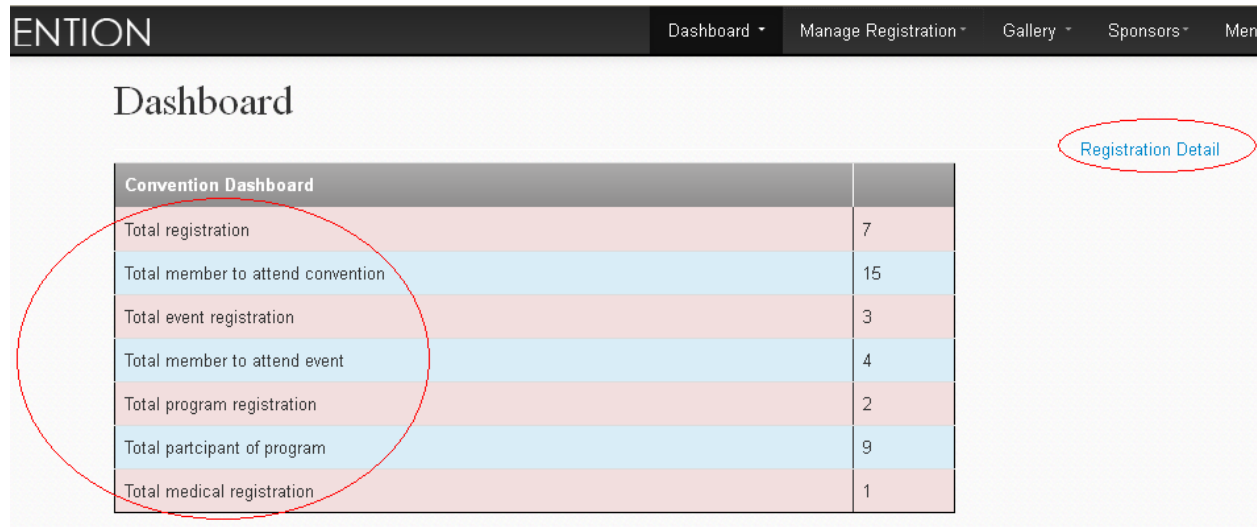
**Submit**

[Forgot Password](#)



## 1.2 Dashboard

- Admin can view all details of convention registration.
- Click Dashboard menu to view details of convention.



ENTION

Dashboard ▾ Manage Registration ▾ Gallery ▾ Sponsors ▾ Men

### Dashboard

[Registration Detail](#)

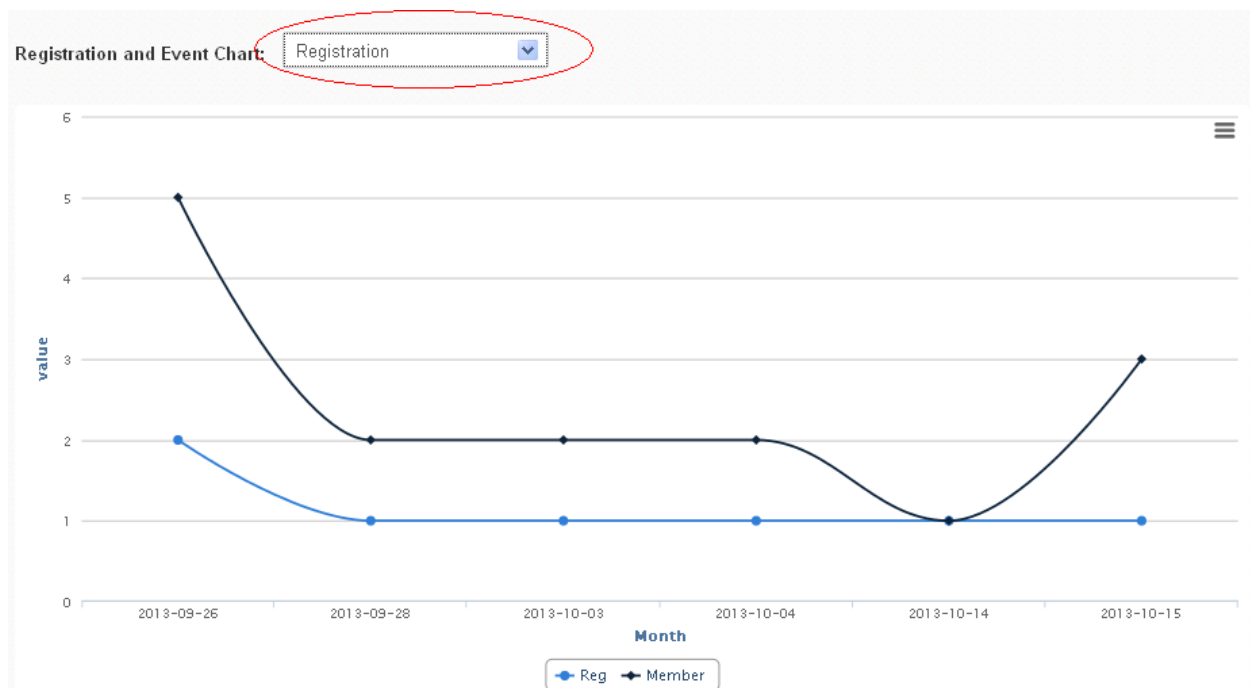
Convention Dashboard	
Total registration	7
Total member to attend convention	15
Total event registration	3
Total member to attend event	4
Total program registration	2
Total participant of program	9
Total medical registration	1

- Total registration: total no. of registration in convention.
- Total member to attend Convention: total no. of member to attend convention.
- Total Event registration: total no. of event registration.
- Total member to attend event: total no. of member to attend event.
- Total program registration: total no. of program registration.
- Total participant of program: total no. of participant of program.
- Total medical registration: total no. of medical registration.



## Registration Chart

- Admin can see chart of no. of registration v/s date and no. of members who will attend convention v/s date.
- Select registration from Registration and Event Chart dropdown.



- Admin can see in above chart, Blue line for value of registration and black line for value of members at particular date.



## Event Chart

- Admin can see chart of no. of event v/s date and no. of members who will attend event v/s date.
- Select event from Registration and Event Chart dropdown.



- Admin can see in above chart, Blue line for value of event and black line for value of members at particular date.

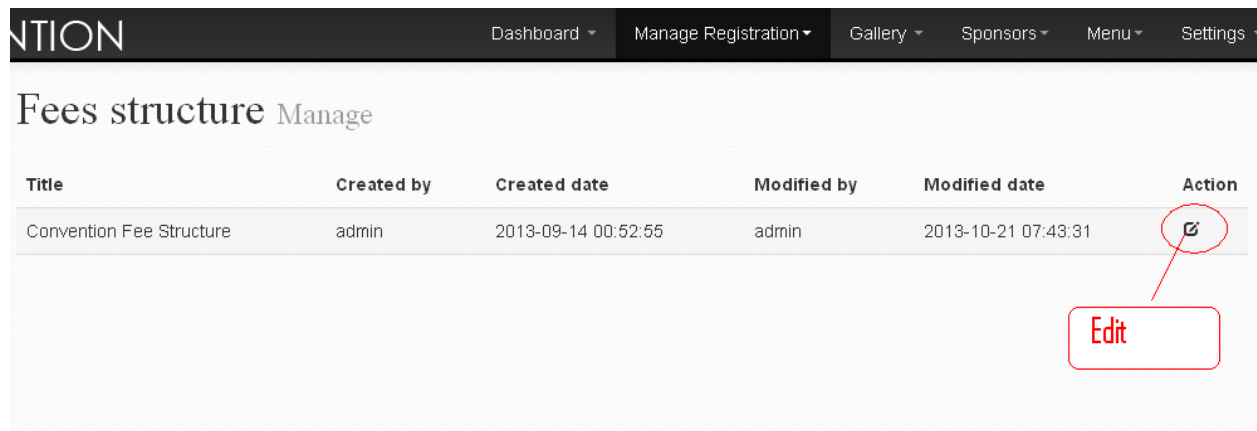



## 1.3 Manage Registration

- 1.3.1 Manage Fees Structure.
- 1.3.2 Manage Registration Form.
- 1.3.3 Manage Program.
- 1.3.4 Manage Medical Release Form.
- 1.3.5 Manage Events.
- 1.3.6 Manage Event Member.
- 1.3.7 Manage Convention detail.

### 1.3.1 Manage Fees Structure

- Admin can edit fees structure which is already created.



Fees structure Manage					
Title	Created by	Created date	Modified by	Modified date	Action
Convention Fee Structure	admin	2013-09-14 00:52:55	admin	2013-10-21 07:43:31	

- Click edit icon to edit Fees Structure.





## Fees structure [Edit](#)

Title

Convention Fee Structure

Menu Choice	Please indicate menu choice "T" or "C" for each person registered in this form below Attendee will have a type of wrist-band and access to only his/her chosen menu for all three days of convention
t-traditional	Gujarati, Punjabi and South Indian menu will be served for this choice
c-contentional	Italian, Mexican and Punjabi menu will be served for this choice

Age Group	Fees in US \$			
	Post Marked by 2014-04-30		After 2014-04-30	
	Member	Non-Member	Member	Non-Member
A – Kids under 6 years old	\$ 0	\$ 0	\$ 0	\$ 0
B – Kids and Young Adults 6 – 25 years	\$ 49	\$ 99	\$ 99	\$ 199
C – Adults 26 years and up	\$ 149	\$ 249	\$ 199	\$ 299
D – International Guests	Treated as member for fee amount			
E – Complimentary admission for sponsorship	Free - Use Age group code E for complimentary admissions received for your sponsorship (Must attach a copy of sponsorship check or receipt of payment to select code E)			

Submit











- All input fields are required.
- Admin can choose fees of convention based on age and date as above figure.



## 1.3.2 Manage Registration Form

- Click Manage registration form submenu of Manage Registration.
- Admin can view, delete Registrations of convention which is created by user from front-side.

The screenshot displays the 'Form Manage Form' interface. At the top, there is a navigation bar with links: Dashboard, Manage Registration, Gallery, Sponsors, Menu, and Settings. Below the navigation bar, the title 'Form Manage Form' is visible. A search bar with the placeholder text 'Search member by name or email' and a 'Submit' button is present. Below the search bar, there are two buttons: 'Export to excel' (highlighted with a red box and labeled 'Export to excel') and 'Export to excel' (highlighted with a red box and labeled 'Export to excel'). The main content area contains a table with the following columns: #, Name, Email, Created by, Created date, Modified by, Modified date, and Action. The table lists five registrations. The 'Action' column contains edit and delete icons. Red boxes and labels highlight the 'Search' button, the 'Export to excel' button, the 'Edit' icon, and the 'Delete' icon.

#	Name	Email	Created by	Created date	Modified by	Modified date	Action
1	test5.capital	test5.capital@capitaltechnosys.com	test5	2013-10-26 16:24:29	test5	2013-11-30 15:35:43	 
2	test7.capital	test7.capital@gmail.com	test7	2013-10-25 18:40:22		0000-00-00 00:00:00	 
3	test.capital	test1.capital@capitaltechnosys.com	test	2013-10-25 18:22:46		0000-00-00 00:00:00	 
4	test2.capital	test2.capital@capitaltechnosys.com	test2	2013-10-23 16:27:53	admin	2013-10-24 13:35:37	 
5	vishalrajpara	vrajpara@legaldiscoveryllc.com	Vishal	2013-09-19 18:59:33	admin	2013-10-24 13:35:54	 

- Admin can search member by name or email.
- Export to excel functionality is available to export user's detail.
- Click edit icon to view particular user's details.
- Click delete to delete registration.



## Registration Edit

[Export to excel](#)

<b>Menu Choice</b>	Please indicate menu choice "T" or "C" for each person registered in this form below Attendee will have a type of wrist-band and access to only his/her chosen menu for all three days of convention
<b>t-traditional</b>	Gujarati, Punjabi and South Indian menu will be served for this choice
<b>c-contentional</b>	Italian, Mexican and Punjabi menu will be served for this choice

Age Group	Fees in US \$			
	Post Marked by 2013-09-15		After 2013-09-15	
	Member	Non-Member	Member	Non-Member
A – Kids under 6 years old	Free	Free	Free	Free
B – Kids and Young Adults 6-25 years	\$49	\$99	\$99	\$199
C – Adults 26 years and up	\$149	\$249	\$199	\$299
D – International Guests	Treated as member for fee amount			
E – Complimentary admission for sponsorship	Free - Use Age group code E for complimentary admissions received for your sponsorship (Must attach a copy of sponsorship check or receipt of payment to select code E)			

**Registration Form :**

SPCS Chapter: <b>Florida</b>		Life Member Number : L M -	
Last name : <b>capital</b>		First Name : <b>test5</b>	Address :
City : <b>Abernant</b>		State : <b>Alabama</b>	Zip Code : <b>12345</b>
Phone No (H) : <b>1234568790</b>		(C) :	
Email : <b>test5.capital@capitaltechnosys.com</b>			
Emergency Contact Name(Not Listed Below) : <b>ketan</b>			
Phone : <b>32564</b>			

<sup>a</sup> Please list and fill all details about each person registering for Convention (Including Registrant) - Calculate the fee based on table above.

Name of Attendees	Relationship	Age	Menu Choice T/C	Age Group (A-E)	Fee
test5 capital	Self	28	T	C	19
test3 capital	Father	28	T	C	19
kdl	Guest	23	T	B	19
	Guest				
Total					59

Submit

Remove

Add





- Admin can export particular user's registration form.
- Admin can add and remove members.
- Age group and fee are predefined based on age.



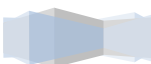
### 1.3.3 Manage Program

- Admin can create, edit, delete and view program.
- User also can create program from front-side.

The screenshot shows a web application interface for managing programs. At the top, there is a navigation bar with links: Dashboard, Manage Registration, Gallery, Sponsors, Menu, and Settings. Below the navigation bar, the main heading is 'Program'. To the right of the heading, there is a search bar with the placeholder text 'Search by type, created by or participant n' and a 'Submit' button. Below the search bar, there is a table with the following columns: Type, Member Name, Participant Name(age), Confirmed, Created by, Created date, Modified by, Modified date, and Action. The table contains two rows of data. The first row is for a 'music' program with member 'test3 capital' and participants 'hiroo(14), niyati(15), gagan(14), nitu(13), pavan(11)'. The 'Confirmed' status is 'UnConfirm'. The second row is for a 'Dance' program with member 'test5 capital' and participants 'yash(12), naina(13), nans(14), sona(13)'. The 'Confirmed' status is 'Confirm'. Annotations with red boxes and lines point to various elements: 'no.of registered program' points to the 'Program' heading; 'Search' points to the search bar; 'Export to excel' points to the 'Export to excel' button; 'UnConfirm' points to the 'UnConfirm' button in the first row; 'Confirm' points to the 'Confirm' button in the second row; 'Edit' points to the edit icon in the first row; and 'Delete' points to the delete icon in the first row.

Type	Member Name	Participant Name(age)	Confirmed	Created by	Created date	Modified by	Modified date	Action
music	test3 capital	hiroo(14), niyati(15), gagan(14), nitu(13), pavan(11)	UnConfirm	admin	2014-01-24 11:17:32	admin	2014-01-24 11:17:57	 
Dance	test5 capital	yash(12), naina(13), nans(14), sona(13)	Confirm	admin	2014-01-24 11:10:55	admin	2014-01-24 11:13:59	 

- Admin can search and export to excel program details.
- Click Unconfirm to confirm program.
- Click confirm to unconfirm program.
- Confirm program will display on front-side.
- UnConfirm program will not display on front-side.
- Click edit icon to edit program.
- Click delete icon to delete program.



## How to Fill Program?

- Click Add Program submenu of manage registration.

ON Dashboard Manage Registration Gallery

### ProgramAdd Program

Member Name  
Select a Member...

Type  
Enter Program Type

Length  
Enter Program Length

Description(1st Choice)

Description(2nd Choice)

Choreographer Name  
Enter Choreographer Name

Choreographer Email  
Enter Choreographer Email

Choreographer Phone  
Enter Choreographer Phone

Participant

Name of Participant	Age
Enter Participant Name	Age
Enter Participant Name	Age
Enter Participant Name	Age
Enter Participant Name	Age

Add Remove



- All fields are required.
- Select member from member name dropdown who have already registered in convention to assign program.
- Minimum four participants are required.
- Click Add icon to add participant.
- Click Remove icon to remove participant.



### 1.3.4 Manage Medical Release Form

- Medical Release Form only for kids under 18 years.
- Admin can fill, edit, delete and view medical release form.
- User also can fill medical details from front-side.
- Click Manage Medical submenu of manage registration to view, edit and delete medical details.

Medical Release Form

Search by member name, name or phone

**Search** **Export to excel** **Export to excel**

Member Name	Name	Home/Cell Phone	State/City	Created by	Created date	Modified by	Modified date	Action
test5 capital	srsersr	454645656/546546465	Illinois/Alhambra	test5.capital	2013-10-28 13:53:07	admin	2014-01-24 11:51:50	 

**Edit** **Delete**

- Admin can search and export to excel Medical details.
- Click edit icon to edit medical details.
- Click delete icon to delete medical details.



## How to Fill Medical Release Form?

- Click Add Medical submenu of manage registration.

**VENTION** Dashboard Manage Registration Gallery Sponsors Menu Search

### Medical Release Form

(Only for Kids under 18 years)

Member Name  
Select a Member...

Name  
Enter Name

Birth Month  
Select

Birth Year  
Year

Sex  
Male

Address  
Enter Address

Home Phone  
Enter home phone

Cell Phone  
Enter cell phone

State  
Please Select

City  
Select City

Zip  
Enter Zip Code

**IN CASE OF EMERGENCY, CONTACT**

Name  
Enter Name

Relationship  
Select

Address  
Enter Address

Home Phone  
Enter home phone

Cell Phone  
Enter cell phone

State  
Please Select

City  
Select City

Zip  
Enter Zip Code



Dashboard
Manage Registration
Gallery
Spons

**IF EMERGENCY CONTACT IS NOT AVAILABLE, CONTACT**

Name
Enter Name

Relationship
Select

Address
Enter Address

Home Phone
Enter home phone

Cell Phone
Enter cell phone

State
Please Select

City
Select City

Zip
Enter Zip Code

**PERSONAL DOCTOR**

Name
Enter Name

Address
Enter Address

Phone
Enter home phone

State
Please Select

City
Select City

Zip
Enter Zip Code

Are there any limitations in physical activities?
☒ yes
☐ No

Are you allergic to any food or medications?
☒ yes
☐ No

Are you currently taking any medication?
☒ yes
☐ No

Is there any other medical information that should be disclosed in case of emergency?
☒ yes
☐ No

Name of Health Insurance Company & Policy Number

Company Name
Enter home phone

Policy Number
Enter policy number

Submit

- All fields are required.
- Select member from member name dropdown who have already registered in convention to assign Medical release form.
- First fill user details.
- After that, fill IN CASE OF EMERGENCY, CONTACT details.
- IF EMERGENCY CONTACT IS NOT AVAILABLE, CONTACT: fill details to contact if emergency contact is not available.
- PERSONAL DOCTOR: Fill details to contact personal doctor.
- Submit form to save details.





## 1.3.5 Manage Events

- Admin can create, edit, delete and view events.
- Click Manage event submenu of manage registration to view, delete and edit events.

- Admin can search and export to excel Event details.
- Click edit icon to edit Event details.
- Click delete icon to delete Event details.



## How to Create Event?

**ENTION**

Dashboard ▾Manage Registration ▾Gallery ▾

Event Add

Activity

The Activity field is required.

Event Description

**B I U** [List Icons] Font Size ▾Font Family ▾Font Format ▾[Rich Text Icons]

The Description field is required.

Insert Age

-

The Start age field is required. The End age field is required.

Cost(\$)









The Cost field is required.

- All fields are required.
- Insert age difference and related its cost.
- Submit form to save event details



## 1.3.6 Manage Event Member

- Admin manage member details for event which is submitted by user from front-side.
- First user submits Event membership form from front-side, after that admin can manage event member details.

Dashboard ▾ Manage Registration ▾ Gallery ▾ Sponsors ▾ Menu ▾ Settings ▾					
Event member Manage					
Username	Created by	Created date	Modified by	Modified date	Action
test2.capital	test2	2013-10-24 18:05:20	admin	2014-01-24 08:19:27	 
test6.capital	test6 capital	2013-09-24 19:31:55	admin	2014-01-24 08:19:46	 
test.capital	test capital	2013-09-24 19:04:56	admin	2013-09-24 13:57:35	 
					 

- Click edit icon to edit Event Member details.
- Click delete icon to delete Event Member details.



# Event Member Edit

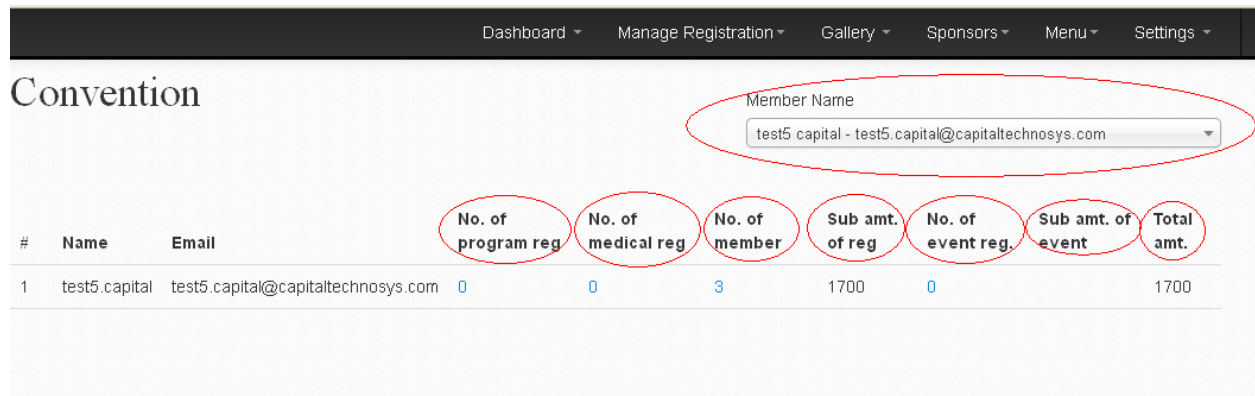
Age Group	Activity	Number of Participant	Amount
1-10	test event	<input type="text" value="1"/> x \$12	<input type="text" value="12"/>
0-15	test event1	<input type="text" value="4"/> x \$12	<input type="text" value="48"/>
0-15	test event2	<input type="text" value="6"/> x \$12	<input type="text" value="72"/>
Total:			132

- Age Group and Cost are predefined for events.
- Submit form to save changes.



## 1.3.7 Manage Convention Detail

- Click manage convention detail submenu to view all details of particular user who have registered in convention.



Convention

Member Name  
test5 capital - test5.capital@capitaltechnosys.com

#	Name	Email	No. of program reg	No. of medical reg	No. of member	Sub amt. of reg	No. of event reg.	Sub amt. of event	Total amt.
1	test5 capital	test5.capital@capitaltechnosys.com	0	0	3	1700	0		1700

- Select user from Member Name dropdown to view convention details of that user.
- Click count to manage their details



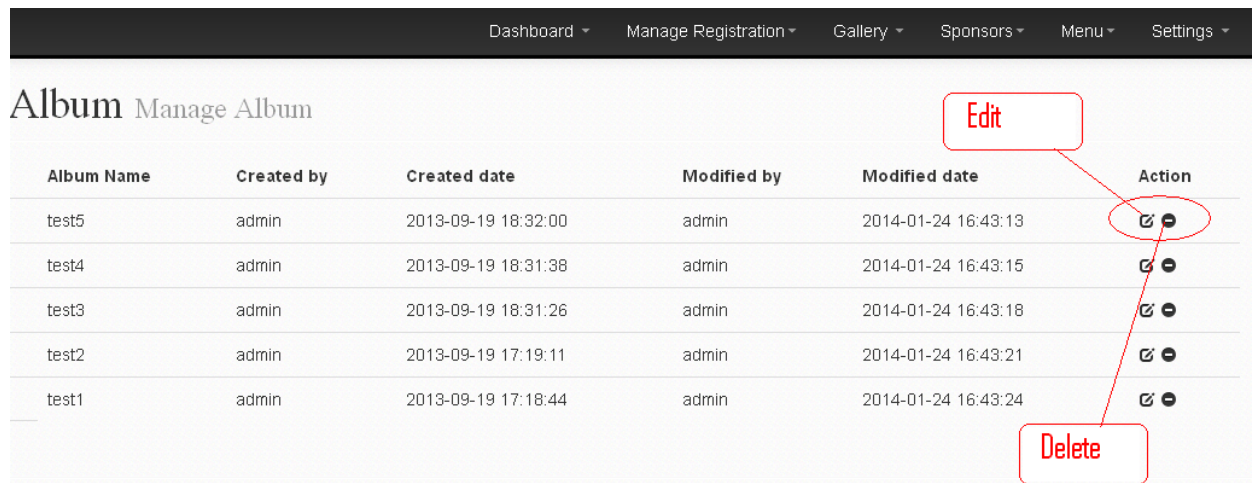
## 1.4 Gallery











1.4.1 Manage Album.

1.4.2 Manage Gallery.

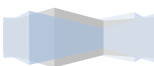
### 1.4.1 Manage Album

- Admin can create, view, edit and delete album name.
- Click manage album submenu of album to edit, delete, view album.



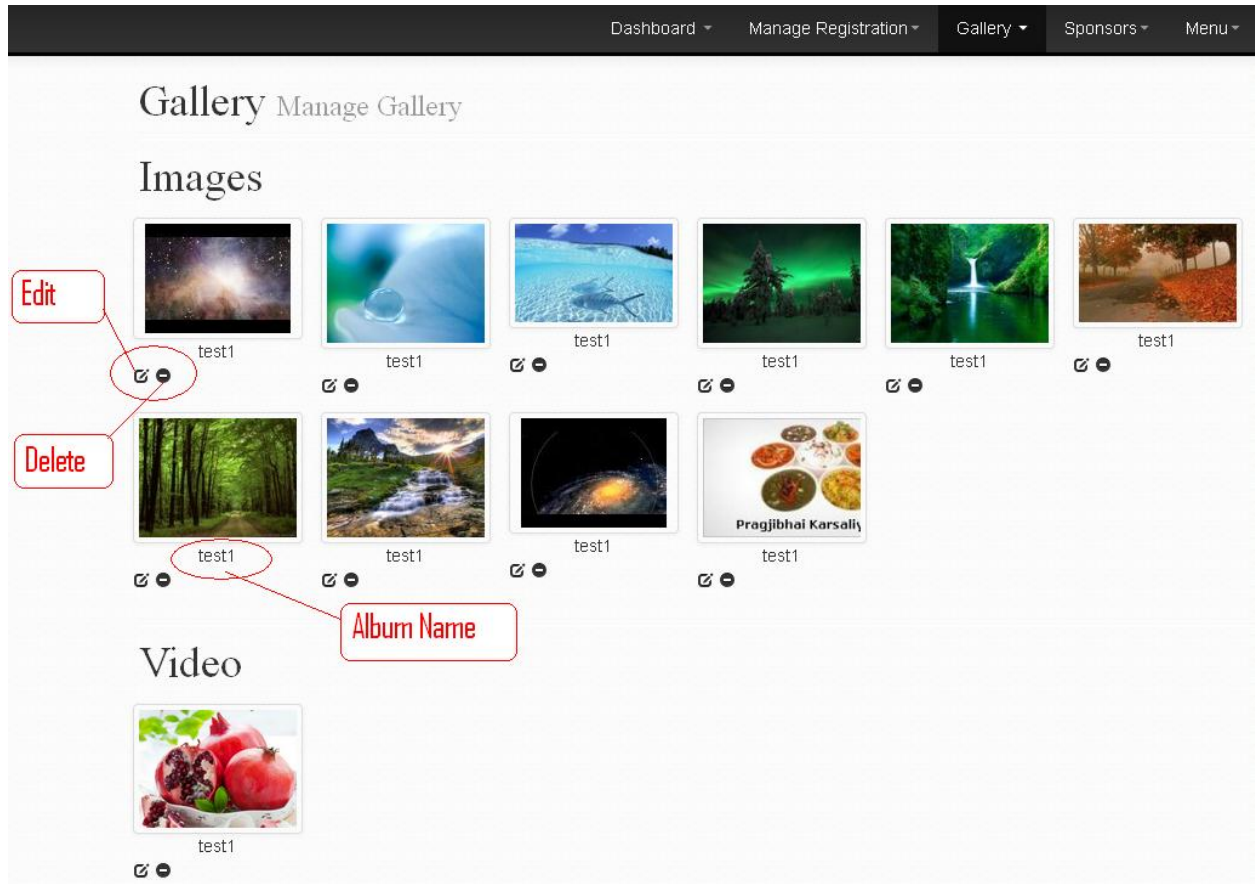
Album Manage Album					
Album Name	Created by	Created date	Modified by	Modified date	Action
test5	admin	2013-09-19 18:32:00	admin	2014-01-24 16:43:13	 
test4	admin	2013-09-19 18:31:38	admin	2014-01-24 16:43:15	 
test3	admin	2013-09-19 18:31:26	admin	2014-01-24 16:43:18	 
test2	admin	2013-09-19 17:19:11	admin	2014-01-24 16:43:21	 
test1	admin	2013-09-19 17:18:44	admin	2014-01-24 16:43:24	 

- Click edit icon to change album name.
- Click delete icon to delete album.



## 1.4.2 Manage Gallery

- Admin can create, view, edit and delete Gallery.
- Click Manage Gallery to edit, view and delete gallery.

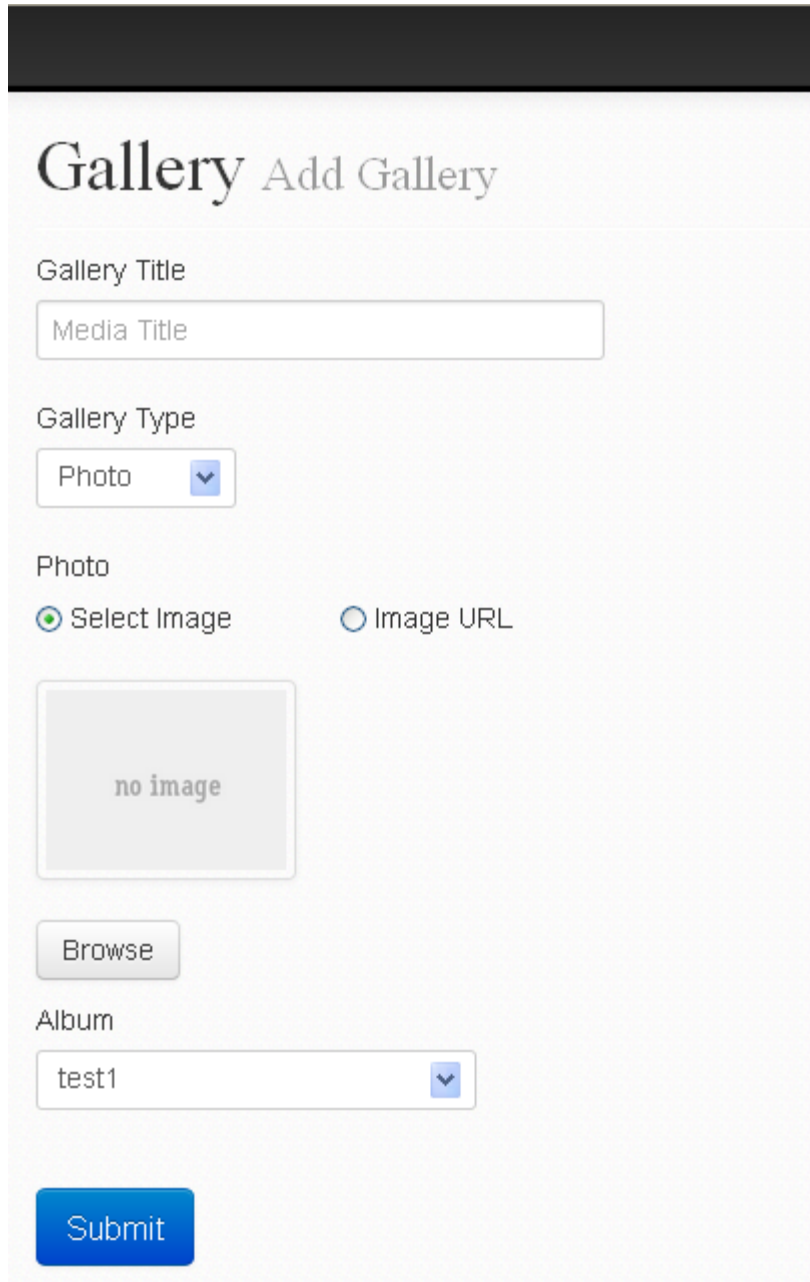


- Click edit icon to edit gallery details.
- Click delete icon to delete gallery.



## How to Create Gallery?

- Click Add Gallery to create Gallery.



The screenshot shows a web form titled "Gallery Add Gallery". It contains the following fields and controls:

- Gallery Title:** A text input field with the placeholder text "Media Title".
- Gallery Type:** A dropdown menu currently showing "Photo".
- Photo:** Two radio buttons are present: "Select Image" (which is selected) and "Image URL".
- Image Selection:** Below the radio buttons is a large rectangular area with a light gray background and the text "no image" in the center.
- Browse:** A button located below the image selection area.
- Album:** A dropdown menu currently showing "test1".
- Submit:** A blue button at the bottom of the form.



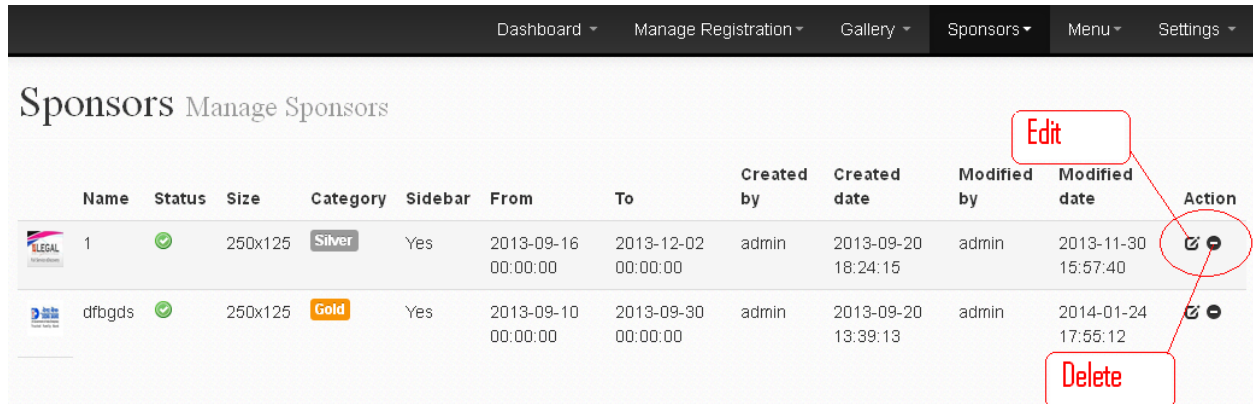










- Gallery Title field is required.
- Gallery Type: Select photo or video to upload photo or video.
- Admin can upload photo or video by two methods.
  1. Select Image: select image from directories.
  2. Image URL: By valid Image URL.
- Select album from album dropdown which are already created.
- Submit form to save details.



## 1.5 Sponsors

- Admin can add, edit, delete and view sponsors details.
- Click Manage sponsors to view, edit and delete sponsors.



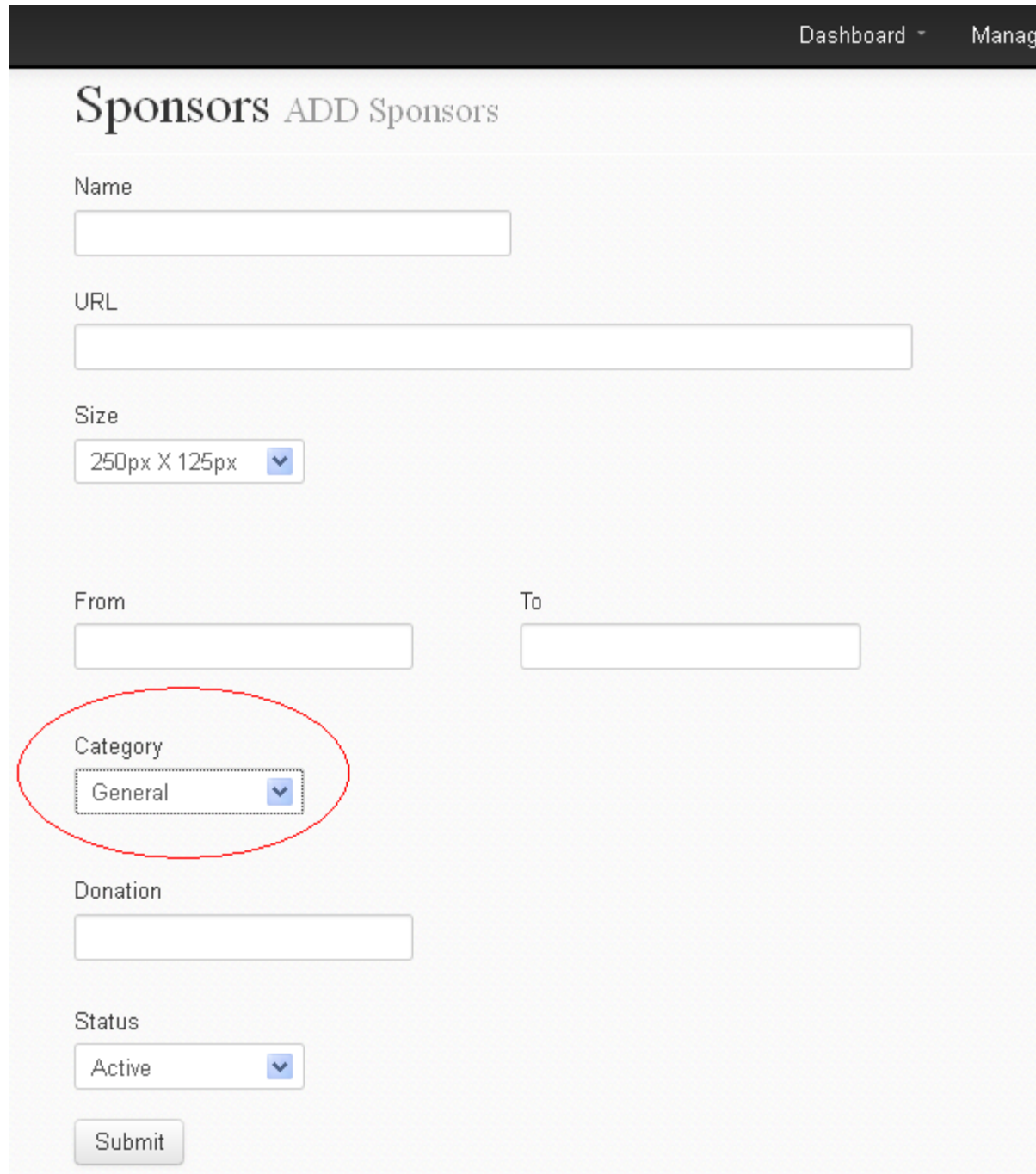
Sponsors Manage Sponsors											
Name	Status	Size	Category	Sidebar	From	To	Created by	Created date	Modified by	Modified date	Action
 1		250x125	Silver	Yes	2013-09-16 00:00:00	2013-12-02 00:00:00	admin	2013-09-20 18:24:15	admin	2013-11-30 15:57:40	 
 dfbgds		250x125	Gold	Yes	2013-09-10 00:00:00	2013-09-30 00:00:00	admin	2013-09-20 13:39:13	admin	2014-01-24 17:55:12	 

- Click edit icon to edit Sponsors.
- Click delete icon to delete Sponsors.



## How to Create Sponsors?

- Click Add Sponsors to create sponsors.



The screenshot displays a web application interface for managing sponsors. At the top, a dark navigation bar contains the links 'Dashboard' and 'Manag'. Below this, the main heading 'Sponsors' is followed by a link 'ADD Sponsors'. The form includes several input fields: 'Name', 'URL', 'Size' (a dropdown menu currently showing '250px X 125px'), 'From', 'To', 'Category' (a dropdown menu currently showing 'General', which is circled in red), 'Donation', and 'Status' (a dropdown menu currently showing 'Active'). A 'Submit' button is located at the bottom of the form.




Name

URL

Size  
250px X 125px

Image  
☒ Select Image ☐ Image URL



From

To

Category  
Grand

Show On Sidebar  
No

Donation

Status  
Active



- Name field is required.
- URL field is optional. Admin can put URL to open Sponsor's details in new tab.
- Size is fixed.
- Admin can upload image by two methods.
  1. Select Image: select image from directories.
  2. Image URL: By valid Image URL.
- From: Select From date for start date of Sponsors.
- To: Select To date to expired date of Sponsors.
- If Current date will between from and to than Sponsors will display otherwise it will not display on front-side.
- Select Chapter: on which chapter to display ads.
- Status: Select Active or Inactive.
  - Active: Select Active to display Sponsors on front-side.
  - Inactive: Select Inactive to do not display Sponsors on front-side.
- Submit form to save details.



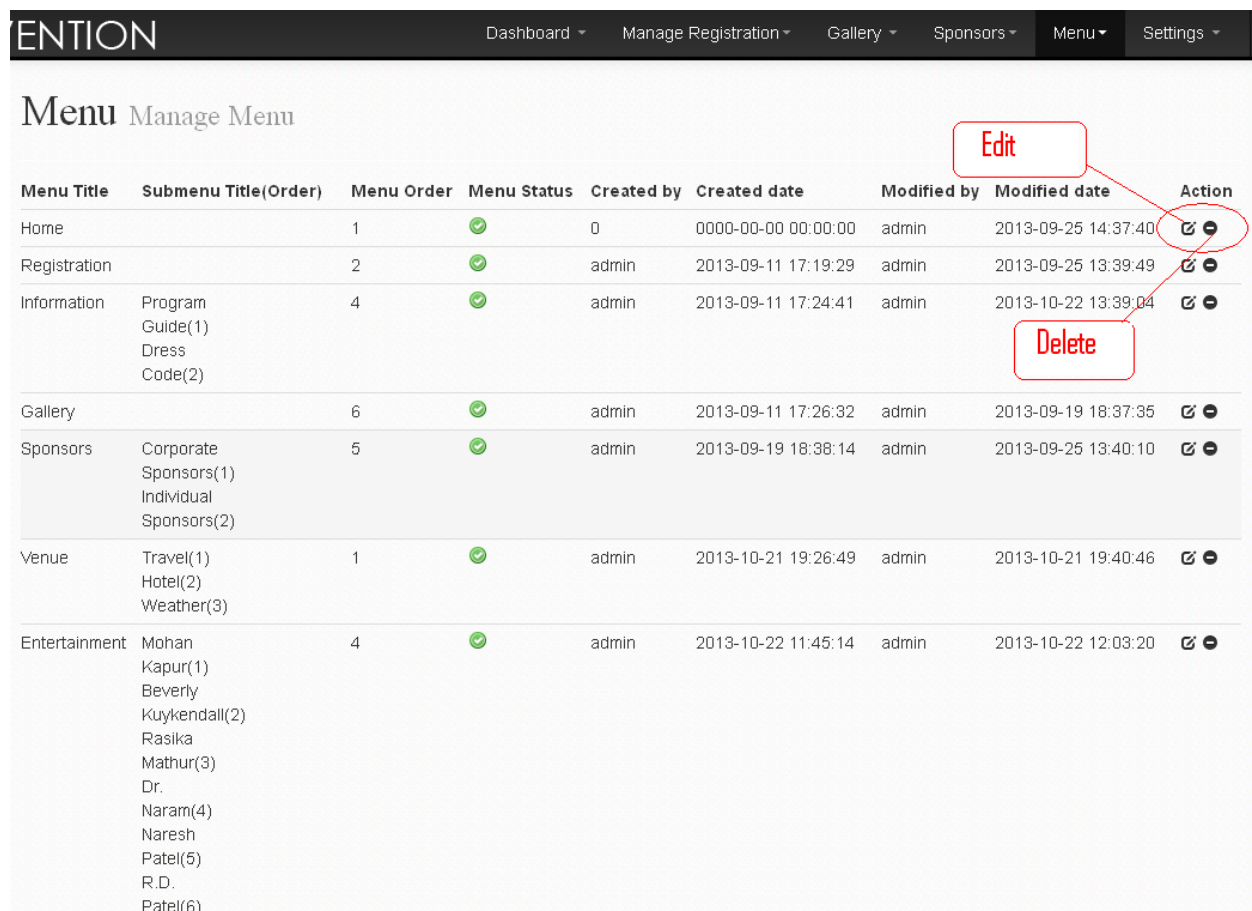
## 1.6 Menu















### 1.6.1 Manage Menu.

### 1.6.2 Manage Pages.

## 1.6.1 Manage Menu

- Admin can create dynamic menu for convention main menu.
- Click Manage Menu submenu of Menu.



Menu Title	Submenu Title(Order)	Menu Order	Menu Status	Created by	Created date	Modified by	Modified date	Action
Home		1	✓	0	0000-00-00 00:00:00	admin	2013-09-25 14:37:40	 
Registration		2	✓	admin	2013-09-11 17:19:29	admin	2013-09-25 13:39:49	 
Information	Program Guide(1) Dress Code(2)	4	✓	admin	2013-09-11 17:24:41	admin	2013-10-22 13:39:04	 
Gallery		6	✓	admin	2013-09-11 17:26:32	admin	2013-09-19 18:37:35	 
Sponsors	Corporate Sponsors(1) Individual Sponsors(2)	5	✓	admin	2013-09-19 18:38:14	admin	2013-09-25 13:40:10	 
Venue	Travel(1) Hotel(2) Weather(3)	1	✓	admin	2013-10-21 19:26:49	admin	2013-10-21 19:40:46	 
Entertainment	Mohan Kapur(1) Beverly Kuykendall(2) Rasika Mathur(3) Dr. Naram(4) Naresh Patel(5) R.D. Patel(6)	4	✓	admin	2013-10-22 11:45:14	admin	2013-10-22 12:03:20	 

- Click edit icon to edit Menu details.
- Click delete icon to delete Menu details.



## How to Create Menu?

- Click Add Menu submenu of Menu to create Menu.

Menu Add Menu

Menu title  
Enter Menu Name

Menu Type  
Internal

Internal Menu  
home

Submenu

Name of Submenu	Order of Submenu	Submenu Type	Submenu Link
Enter Submenu title	Enter Submenu order	Internal	home

Order  
Order

Status  
Active

Submit

Add Remove













- Menu title, order fields are required.
- Menu Type: Two types of menu
  - Internal: Click Internal option of Menu Type to open Internal Menu dropdown with option and select any for menu link.
  - External: Click External option to open Menu link field. Fill out Menu link field for menu link.
- Submenu: Submenu is optional, if you want to create submenu of menu than you can create one or more than one submenu.
- Click add icon to add submenu.
- Click Remove to remove submenu.
- Order: order field is required, menu and submenu will display based on ASC order.



- Status: Select Active or Inactive.  
Active: Select Active to display Menu on front-side.  
Inactive: Select Inactive to do not display Menu on front-side.
- Submit form to save data.

## 1.6.2 Manage Pages

- Admin can create, edit, delete and view pages.
- Click Manage pages submenu of Menu.

ENTION							
Dashboard ▾ Manage Registration ▾ Gallery ▾ Sponsors ▾ Menu ▾ Settings ▾ support@							
Static Pages Manage Pages							
#	Name	Created by	Created date	Type	Modified by	Modified date	Action
1	Forums	admin	2013-09-23 12:47:42	convention	admin	2013-09-23 13:03:41	 
1	Memories...	admin	2013-10-21 11:53:54	convention	admin	2013-10-21 12:08:51	 
2	Convention Highlights on TV Asia	admin	2013-10-21 12:19:48	convention	admin	2013-10-23 11:12:22	 
3	Lost and Found	admin	2013-10-21 12:27:28	convention	admin	2013-10-21 12:33:05	 
4	Are you LinkedIn?	admin	2013-10-21 12:36:11	convention	admin	2013-10-21 12:43:39	 
5	Post-Convention Updates	admin	2013-10-21 12:47:22	convention	admin	2014-01-25 11:21:13	 

- Click edit icon to edit Page.
- Click delete icon to delete Page.

## How to Create New Page?

- Click Add New Page submenu of Menu.





DN
Dashboard
Manage Registration
Gallery
Sponsors
Menu

Static Pages
Add New Page

Page Title

Content

B I U
Font Size
Font Family
Font Format

Friendly URL Slug

Show On Home Page

No

Order

Active

- Page title field is required.
- Friendly URL slug is use for reference.
- Show On Home Page: Select Yes or No
  - Yes: select yes to show page on home page
  - No: select no to do not show page on home page.
- Order: Pages will display based on ASC order.
- Status: Select Active or Inactive.
  - Active: Select Active to display Page on front-side.
  - Inactive: Select Inactive to do not display Page on front-side.
- Status: Submit form to save data.



## 1.7 Settings

1.7.1 Settings.

1.7.2 Slider.

### 1.7.1 Settings

Admin can save General Settings of spcsusa.org.

#### **How to Save General Settings?**

- Click Settings submenu of Settings to save General Setting.



Site Title


Meta Keywords

Meta Description


Analytics/Tracking/Counter Code

Email

Spes Logo



Convention Logo



Chapter

Convention Year

Place Of Event

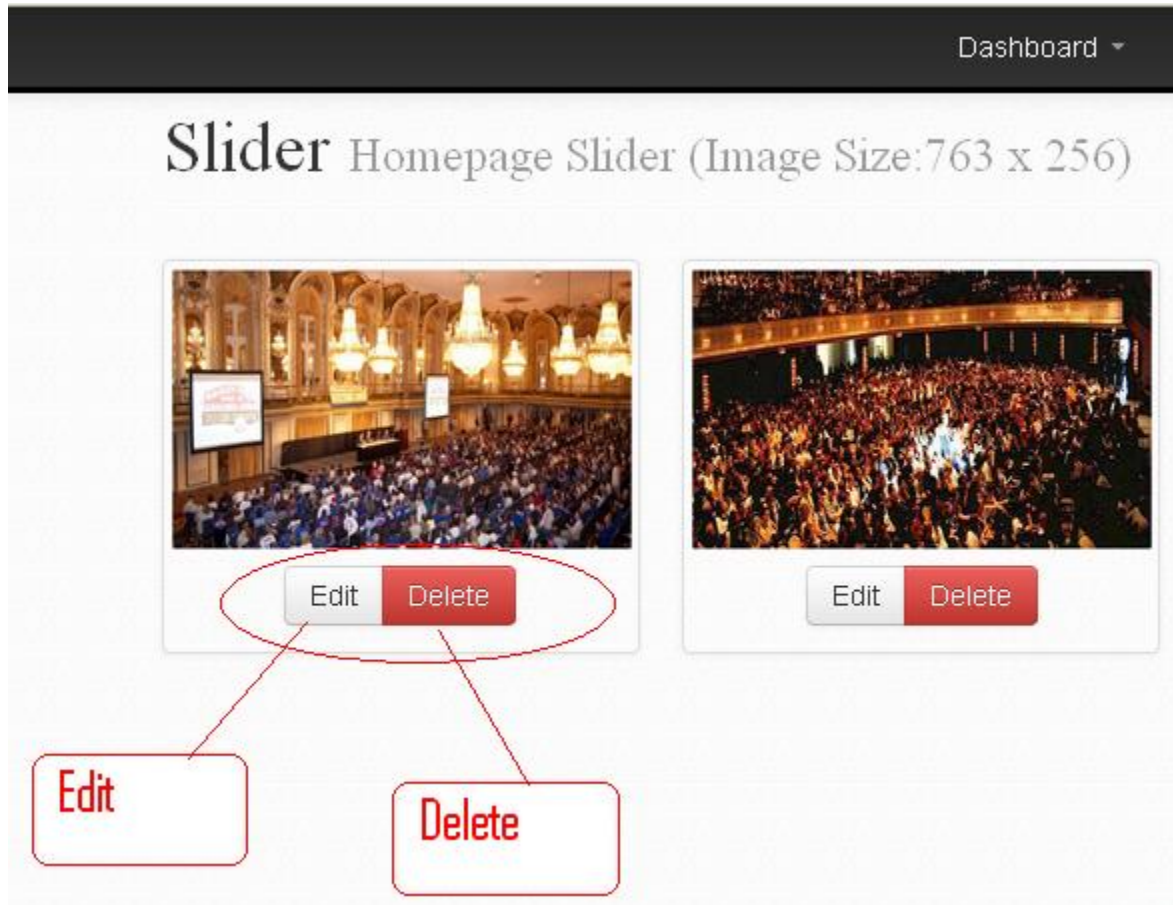
Enter Date



## 1.7.2 Slider

Admin can create, edit, delete and view Slider for convention homepage slider.

- Click Manage Slider to edit, delete and view slider details.

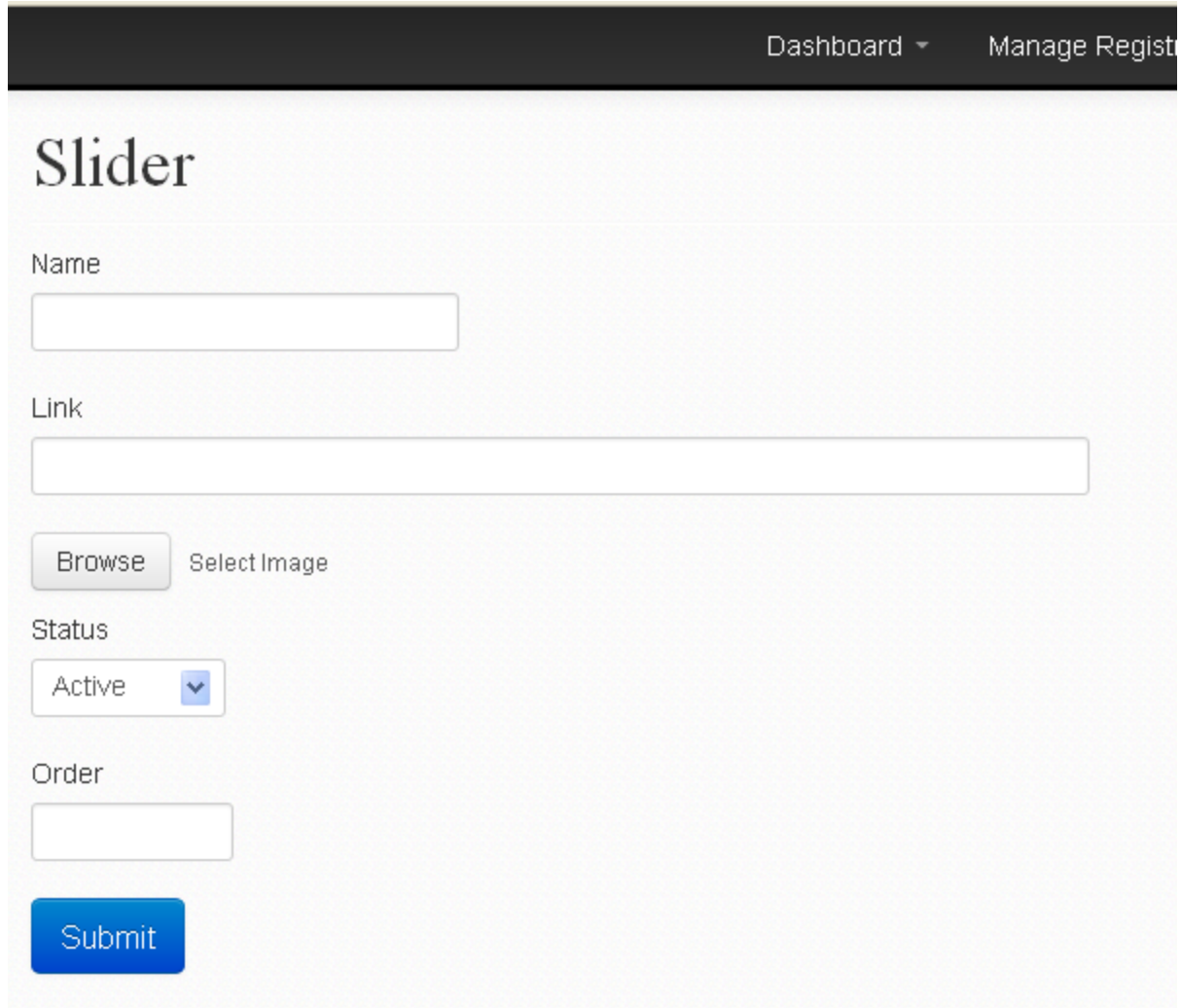


- Click Edit button to edit slider details.
- Click Delete button to delete Slider details.



## How to Create Slider?

- Click Add Slider submenu of Settings to create slider.



The screenshot shows a web dashboard with a dark header containing 'Dashboard' and 'Manage Registrations'. The main content area is titled 'Slider'. It contains a form with the following fields: 'Name' (text input), 'Link' (text input), 'Browse' (button) and 'Select Image' (text) for image selection, 'Status' (dropdown menu currently showing 'Active'), and 'Order' (text input). A blue 'Submit' button is at the bottom of the form.

- Name field is required.
- Admin can put link on image, it's optional.
- Select image for slider.
- Status: Active or Inactive.
  - Active: Select Active to display on front-side.
  - Inactive: Select Inactive to don't display on front-side.
- Submit form to save data.

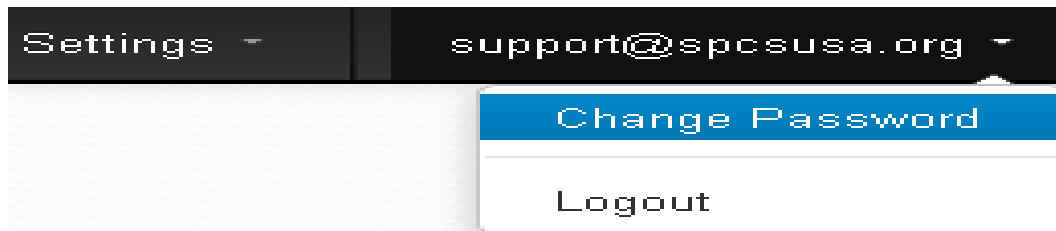


## 1.8 Admin Profile:

1.8.1 Change Password.

1.8.2 Logout.

### 1.8.1 Change Password



- Click Change Password to change password.
- Create new password.
- Submit form to change password.

### 1.8.2 Logout



- Click Logout to logout.

