**1. User Roles and Access Control**

* You mentioned **admin will manually create user IDs and passwords**. Will there be *only one admin*, or do you want multiple admins with access to the admin dashboard?
* Answer: Only one admin should exist.
* Should admins themselves have any tier or referral-related benefits, or are they purely supervisory?
* Answer: Only one admin should exist.
* Do users need any kind of email/phone verification or is manual password distribution sufficient?
* Answer: We will create new users and share username and password with the users. No other verification will be needed.

**2. Referral & Points System**

* What are the **exact point values** for:
  + Referring someone (regardless of conversion)?
  + When a referral **converts** (i.e., takes admission)?

Answer: Here are the details of how points should be distributed

|  |  |  |  |
| --- | --- | --- | --- |
| **Action** | **Points** | **Quantity** | **Points** |
| Provide a referral number | 50 | 0 | 0 |
| Referral takes admission | 250 | 0 | 0 |
| Revenue from referral | 1% of referral amount | 0 | 0 |

When the admin marks a referral as admission taken, he should be asked for the value of the admission in Indian Rupees. Suppose he enters INR 50000. Then 1% of this, i.e. 500 points should be added to the person referring the candidate as a part of last row in the table above.

* Should points awarded **only count if the referral is approved** by admin, or should points be instantly assigned on submission?
* Asnwer: as per the table provided above, the points for (provide a referral numer) should be allocated immediately as and when the reference is provided. It is 50 points per referral, hence if someone provides 10 referral in one go, then they should get 10\*50 = 500 points for “provide a referral number”. The other two rows related points (“referral takes admission” and “revenue from referral”) should only be added, when the admin marks that referral as “admission taken”. As we are discussing this, I do realize that sometimes, people may complain of missed revenue. So admin should also have the ability to add points to individual students from the back end, or take points out (remove) as and when needed.
* What happens if a referral is **rejected** after some points have already been given? Should the system **revoke those points automatically**?
* Answer: Yes, the associated points should be removed.

**3. Tier Levels & Benefits**

* What are the **point thresholds** for moving between tiers? (e.g., Bronze < 500, Silver 500–1000, Gold 1000–2000, Diamond >2000?)
* Asnwer: refer to the table below:

|  |  |  |  |
| --- | --- | --- | --- |
| Tier | Points Neeed | ~admissions | Benefits |
| Bronze | 0 | 0 | None |
| Silver | 10000 | 11 | Can attend 1 free courses offered to special members as specified by management 2% Additional discount on product or machine purchases |
| Gold | 25000 | 28 | Can attend 2free courses offered to special members as specified by management Referral amount increases from 5% to 6% 4% Additional discount on product or machine purchases |
| Diamond | 50000 | 56 | Can attend all free courses offered to special members as specified by management Referral amount increases from 5% to 10% 6% Additional discount on product or machine purchases |

* Can you specify the **exact benefits** per tier? For example:
  + % Discount (e.g., Silver = 5%, Gold = 10%…)
  + Number of free courses?

Answer: Please refer to the table above which was posted as a part of previous response

* Should tier level change **automatically** when points increase/decrease, or require admin confirmation?
* Asnwer: Yes. Tier levels should change automatically and a congratulatory note should be displayed to the person when he logs in next time.

**4. Time-Windowed Points**

* You mentioned a **12-month sliding window**:
  + Should this be calculated **daily** (i.e., subtracting points older than 365 days)?
  + Answer: The calculation should be done on every Sunday once. A warning message should be displayed after login 2 weeks prior to a possible tier reduction
  + Or **monthly**, recalculating at the start of each new month?
  + Asnwer: The calculation should be done on every Sunday once. A warning message should be displayed after login 2 weeks prior to a possible tier reduction

**5. Referral Input & CSV Upload**

* What format do you expect the **CSV upload** to follow? Can you confirm these fields:
  + Name, City, Relationship, Qualification, Course Interested In?
  + Answer: Yes. And other than these you should also include Phone Number and Email address field. Email address field will not be compulsory. In the relationship part you should keep in brlacket the fact that you want to know if the person being referred is a friend? Relative? Colleague? Or someone else? All the fields should be text fields.
* What should the system do if a referral **already exists** in a previous upload? Skip, update, or duplicate?
* Answer: You should reject the upload and mention that this is a duplicate entry and the referral already exists in the system

**6. Admin Functionality**

* Should admin be able to **edit referral details** (e.g., course interest, name, etc.)?
* Answeet: Yes
* Will the admin **view dashboards or charts**, or only download reports (CSV/Excel)?
* Asnwer: Yes, They should be able to view dashboard, charts and should also be able to download reports in cvs format. Give a sample .csv download option, so that they can populate the sample .csv file and upload it.
* Should reports be exportable by time period (weekly/monthly/custom range)?
* Answer: You should have the option to select previous week, previous month, and then give an option to selecting any start date and end date for report generation under custom option.
* What fields should be included in the form for creating new user ID by admin for a new user?
* Answer: You should have name, gender, qualification (have drop down with options MBBS+, BDS+, BAMS+, BHMS+, Other Doctor, Non Doctor), courses done from I2CAN (have a drop down stating, PGDCC, ADCT, DFND, Other cosmetology, Other diet), phone number, email address (this field should be optional), city, username, password, repeat password. Passwords should have at least 8 characters and should have alpha numeric value with at least one upper case character. Have the option to upload multiple user data using a .csv file. Give a sample .csv download option, so that they can populate the sample .csv file and upload it.

**7. Authentication & Security**

* Is **plain JSON** storage acceptable for **user credentials**? Or do you want minimal **password hashing** (e.g., SHA-256) even without a database?
* Answer: in the first version of the document, no password hashing is necessary., We will incorporate it in the later versions if needed.
* Any **session timeout** or logout logic required?
* Asnwer: inactivity for more than 15 mins should result into auto logoff

**8. Technology & Integration**

* You want to integrate this into an **existing website**. Is that a static site or is there already a backend framework?
* Asnwer: It’s a staic website, and we will just have this application as an additional page on the existing website.
* Should the application be built as a **single-page app (SPA)** or traditional multi-page HTML?
* Asnwer: Multi-page HTM

**9. Data Limits & Scalability**

* Roughly how many users and referrals do you expect the system to handle (hundreds? thousands?) over time?
* Asnwer: On a monthly basis I expect around 50-100 active users and around 500 referrals to come in.
* Should we **log actions** (e.g., referral created, user logged in) for auditing?
* Asnwer: Yes. Logging should be enabled

 **Referral Status Tracking**:  
Should each referral have a visible status like Pending, Approved, Converted, Rejected shown to users in their dashboard?

Asnwer: Yes, we should have the status for each referral shown to users with the options you have shared

 **Duplicate Referral Logic**:  
Is duplicate checking based *only* on name/email/phone? What if a name is reused with a different city — should that be considered new?

Asnwer: We should check for name, email and phone. If any of those have been used in the past, then we should reject the referral as duplicate

 **Bulk CSV Upload of Users**:  
If a row has an error (e.g. weak password or missing field), should the system:

* Reject the *whole file*, or
* Accept valid rows and flag only failed ones?

Asnwer: System should reject the particular row. At the end of the processing, system should mention which rows have been rejected and the reason for each rejection

 **Logging Format**:  
Should action logs be:

* Stored in a JSON file (like logs.json)?
* Or in plain .txt format (timestamp + action)?
* Asnwer: in a JSON file