Group No. 10

Event Management System

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1. Introduction

The Event Management System is a user-friendly web application designed for students, event organizers, and faculty to manage the process of organizing and participating in events. The system addresses key challenges such as lack of a proper platform for updates, communication gaps, and difficulties in managing resources and schedules. It simplifies participant tracking by providing an online registration system, tracking attendance, and collecting feedback digitally.

1.1 Purpose

The purpose of this document is to describe what the Event Management System should do and how it should work. It is a guide for the development team and stakeholders to understand the system's features and functions. This document will help everyone involved know what to expect from the system and how to build and use it effectively.

1.2 Scope

The application will include features to prevent event overlaps and manage resources like venues, equipment, and volunteers efficiently. It will also offer systematic record-keeping to track past events, participant details, and feedback.

Additionally, the application will improve access to event information for all students and facilitate effective volunteer coordination. A comprehensive project management dashboard will be provided for administrators and event participants to manage tasks, track progress, and ensure seamless coordination. Overall, this project aims to streamline event management processes and enhance communication and organization.

1.3 Definitions and Acronyms

Acronyms	Definitions
SRS	Software requirements specification
EMS	Event Management System
HTML	Hyper Text Markup Language
JS	Java-Script
CSS	Cascading Style Sheet

1.4 Overview

Event management in college involves planning and organizing activities like festivals, conferences, ceremonies, parties, concerts, or conventions. It includes everything from large-scale events to small-scale events. Essentially, it's about applying project management skills to ensure these events run smoothly and successfully.

2. The General Description

Sometimes, certain events do not get the recognition that they should. The main method of communication for these events is via a poster or mouth to mouth. It is getting very clear that these methods of communication are becoming more and more problematic.

2.1 Operations

Managing Event Operations :This means using project management skills to plan and ensure everyone is happy with the event.

Holistic View: Look at the entire event as a whole, connecting different management topics to create a practical approach for the event manager.

Practical Approach: Focus on real-life consequences and needs, balancing different opinions and requirements from various people involved in the event.

2.2 Product Functions

Event management system is a program designed to assist managers, event organizers, firms, and other users whose line of business deals with events management to manage their participant's data in an orderly manner. It shall perform the following functions:

1. Protect the database of the college events by requiring a correct and registered username and password.

2. Make data organization easier by classifying participants according to sub-types of personal events.

3. Facilitate a systematic process of entering, organizing, retrieving, modifying and deleting data from the database without the need to go the database itself.

4. Add new volunteer information easily.

5. Provide an option for users to update information.
6. Delete existing volunteer information.
7. Provide an easy function where you can go back one form whenever necessary.
8. Add new supplier contacts with which future collaboration is expected.
9. Display volunteer information in an organized manner for easy understandability

2.3 User Characteristics

Event Heads:

The primary target users of this software are the Event heads. They are in-charge of scheduling events and managing participant information, thus, they will be the most frequent users of this software. Moreover, these people are assumed to be familiar with basic computer processes that will enable them to use this software. Their aim in the use of this software is to access or update existing participant information, add new participant information and make the billing procedure of the participants.

Event Managers:

The managers and the supervisors shall also have access to the software. They must possess computer literacy and analytical skills to use the software and make good use of the information provided by the same. They will use it in monitoring what their head has accomplished and what still needs to be done. Furthermore, they shall also use it in times when they want to check on a certain participant or event or when there is no staff available to attend to a participant.

3. Functional Requirements

Registration

Description: To enter into this site a user has to register himself first. Requirements of registration are first name, last name, user name, password, email id, confirm password etc.

Input: User details.

Output: Filled Registration details.

Processing: User details are checked with the database. Password constraint is checked as per validation.

User login

Description: The system provides the facility to login into the system.

Input: Enter user name and password.

Output: User profile page.

Processing: The system will check the input of the user and if valid then login is done. Otherwise, the user will be asked to reenter the username and password.

Select the event

Description: The user can select the event and select payment method.

Input: Main event, sub event, enrollment number, add team members.

Output: Event selected successfully, see all details and delete.

Processing: The system will add selected data into the database.

Forgot password

Description: The user can send a reset link to the mail to reset password.

Input: Email id.

Output: Reset link sent to Email id.

Processing: By reset link, we can easily change password and update store in database.

Admin panel

Description: The admin can add manager, main event, sub event also.

Input: Main event, sub event, manager.

Output: Add successfully in database.

Processing: The system will add selected data into the database.

Manager panel

Description: The manager can add volunteer, main event, sub event also.

Input: Main event, sub event, volunteer.

Output: Add successfully in database.

Processing: The system will add selected data into the database.

Logout

Description: The system provide the facility to logout from the site.

Input: Select logout option.

Output: Logout from the system.

Processing: User will logout.

4. Interface Requirements

4.1 Interfaces

The interface of the software will provide options for relatively easy data input processes text-boxes that will be properly labeled. It will also have a user-friendly view of the whole system with simple and easy undertaking of action-driven processes as command buttons are functionally labeled. With all these, target users of this software will relatively find it not difficult to use it.

4.2 Hardware Interfaces

User Devices:

- Computers: Desktop or laptop computers with modern browsers (e.g., Chrome, Firefox, Edge) for accessing the web application.
- Mobile Devices: Smartphones and tablets with up-to-date operating systems and browsers for mobile access.

Network Requirements:

- Internet Connection: Reliable high-speed internet for accessing the web application from various locations

Development Machines:

- Processor: Modern multi-core processors (e.g., Intel i5/i7 or AMD Ryzen) for coding and testing.
- Memory (RAM): 4 GB to 32 GB to handle development environments and multiple applications simultaneously.
- Storage: SSDs with ample storage (e.g., 500 GB to 1 TB) for development tools and project files.

Testing and Staging Servers:

- Similar to production servers but may be on a smaller scale to simulate real-world conditions and test the application before deployment.

The hardware used must have a competent firewall to secure the data in the system

4.3 Software Interfaces

Operating System:

Linux (e.g., Ubuntu) or Windows Server

Web Server:

Apache HTTP Server or Nginx

Database:

MySQL or PostgreSQL

Programming Language and Frameworks:

- Backend: Python with Flask
- Frontend: HTML, CSS, and JavaScript (vanilla)

Version Control:

Git (with repository hosting services like GitHub, GitLab, or Bitbucket)

5. Feasibility

5.1 Technical Feasibility

- The system can operate efficiently on common devices like desktops, laptops, smartphones, and tablets with modern web browsers.
- A stable, high-speed internet connection is required for smooth operation.
- Backend development will use Python with Flask.
- Frontend development will involve HTML, CSS, and JavaScript.
- Version control will be managed using Git with GitHub or GitLab.
- API functionality will be tested with Postman.

5. 2 Operational Feasibility

- Users will not need some training to use the new system.
- The system is designed to work smoothly with existing tools and processes, minimizing major disruptions.
- Ongoing support and maintenance will be provided to handle any issues and ensure smooth operation.
- The web application will be responsive, working well on desktops, laptops, smartphones, and tablets.

5. 3 Economic Feasibility

- The project has a clear budget plan for development, design, and testing.
- The project will use external APIs, and all related costs are accounted for and manageable.
- Expected benefits, such as improved event management and reduced administrative workload, should provide a good return on investment.

6. Performance Requirements

1. User Expertise:
   - The system is simple, but it requires a literate organizer.
   - The organizer should understand basic computer processes.
2. Organizer Skills:
   - The organizer needs to be knowledgeable about the firm and event planning.
   - They must be efficient to fully benefit from the software.
3. Software Requirement:
   - The system requires MS Access for managing the organization's database.

7. Design Constraints

- The system will be designed to handle a moderate number of users and events, with potential for future improvements to support larger-scale deployments.
- It will may connect with third-party services or external APIs except for essential needs.
- The application will be compatible with common web browsers and operating systems but will not support niche or outdated platforms.
- Basic data retention policies will be in place, without advanced data analytics or long-term storage features.
- Customization options for users will be limited, focusing on core functionalities rather than extensive personalization.

8. Non-Functional Requirements

8.1 Performance Requirements

- User: Needs a literate organizer who understands basic computer tasks.
- Skills: Organizers must be knowledgeable about event planning and the firm.
- Efficiency: Organizers should be efficient to use the software effectively.
- Software: Requires MS Access for managing the event database.

8.2 Safety Requirements

- Data Handling: Accurate entry of caterers, suppliers, and participants is crucial.
- Checking: Organizers should always verify supplier availability to avoid mistakes.

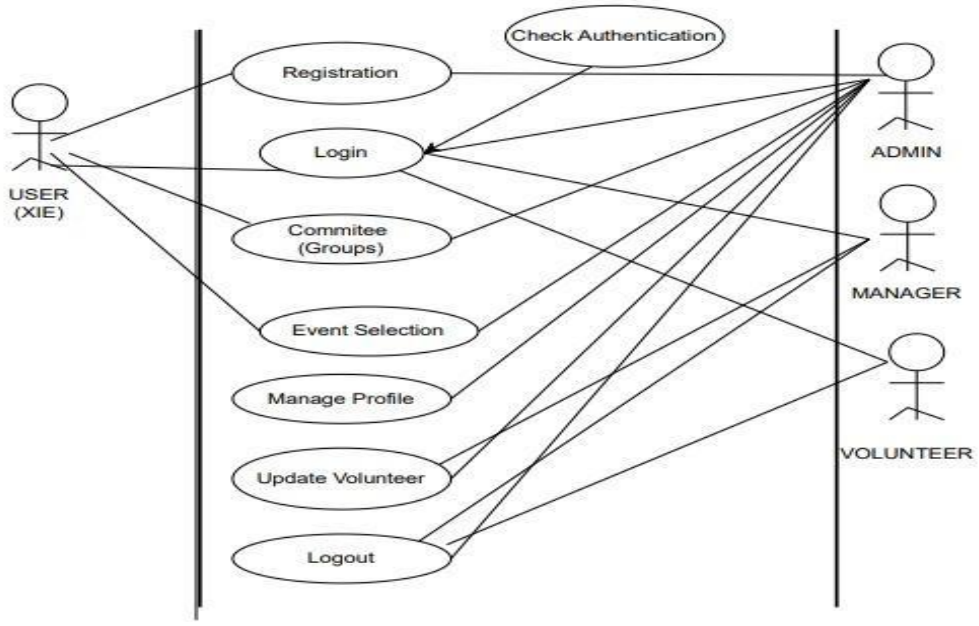
8.3 Security Requirements

- Accounts: Organizers have password-protected accounts for system access.
- Administrator: Must have skills for database maintenance.
- Data Entry: Participants and suppliers enter their own data, but organizers should triple-check.
- Storage: Requires secure database storage.

8.4 Software Quality Attributes

- Accuracy: Enter correct data to avoid conflicts and ensure reliability.
- Error Handling: Immediate corrections should be made if errors are found.
- User-Friendly: System is designed for users who understand basic computer use, so minimal training is needed.

9. Classes / Objects (Required for our EMS)



10.Key Features:

Centralized Communication Platform: Real-time updates and announcements for all participants, organizers, and faculty.

Event Calendar and Scheduling: Shared calendar to prevent scheduling conflicts and overlaps.

Participant and Volunteer Tracking: Registration, attendance tracking, and task assignment with automated notifications.

Promotion and Information Dissemination: Tools for event promotion, including posters, emails, and detailed event information.