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## TTU CEROC Event Planning App

### User Stories

- As a user, I need to be able to track a current list of contact information so that I may organize CEROC's outreach efforts.
- As a user, I need to be able to track a current list of upcoming events so that I may appropriately plan for them.
- As a user, I need to be able to track action items pertaining to each event so that each item is resolved in a timely manner ahead of the event.
- As a user, I need all alert timelines to be customizable so that I may choose when I am reminded of action items.
- As a user, I need a flag to remind me when I have not reached out to a contact in a certain amount of time so that I may maintain CEROC's outreach efforts.
- As a user, I need both an email and an alert for upcoming items based on a reminder that I have set so that I may stay on schedule with the event organization.
- As a user, I need a way to manually add and remove contacts to the existing list so that I may keep it current and relevant.
- As a user, I need a way for the CEROC organization to login to update, add, and remove events, actions, and contacts so that we may keep a current inventory of our services.
- As a user, I would like both a calendar and list view of any upcoming action items.
- As a user, I would like a way to manually add, remove, or delete customized notes about past, present, and future events.
- As a user, I would like a way to see which person on the team made each update and when the update was made so that I may understand which updates are most relevant and who is working on it.
- As a user, I need to be able to update the items ordered for an event so that I may track the current event budget and inventory.
- As a user, I need to be able to update the items USED for an event so that I may track what is left in the inventory after the event has been completed.
- As a user, I need a way to export a contact list so that I may use it for other purposes within the organization.
- As a user, I need a way to export the current event inventory so that I may use it for other purposes within the organization.
- As a user, I need a way to manually update, add, and delete items to the action list so that I may keep the current to do list up to date.

- As a user, I need a way to track CEROC's last communication with a contact so that we may know how current our outreach efforts are.
- As a user, I would like to be able to customize the list of people who are to be notified of upcoming events and action items so that others and I can be added and removed as necessary.
- As a user, I would like there to be default contacts that can be updated who are notified of upcoming action items so that at least one person is notified of upcoming due dates.
- As a user, I would like a way to make a note of how many customers attended an event so that I may track CEROC's efforts.
- As a user, I would like a way to track which CEROC members attended an event so that I may contact them for additional information if necessary.
- As a user, I want to be able to log in with a username and password so that my account is secure.
- As a user, I want the system to remember my login credentials so that I do not need to re-enter them each time I access the system.
- As a user, I want the system to be separate from Outlook, but I want the two systems to be able to communicate behind the scenes so that I am not overwhelmed by the crossover.