

# Phase 9 Report: Reporting, Dashboards & Security Review

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## 1. Introduction

This phase focuses on providing **insights, analytics, and security** for the Event Registration App.

Key objectives:

- Track event registrations
  - Monitor attendee statistics
  - Ensure data is **secure and accessible only to authorized users**
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## 2. Reporting Requirement

Scenario:

- Track the **number of attendees per event**
- Identify **events reaching full capacity**
- Enable admin and organizers to **generate real-time reports**

Report Types:

- Tabular Report: Simple list of attendees per event
  - Summary Report: Grouped by Event Name, with count of attendees
  - Joined Report (optional): Combine multiple objects for advanced insights
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## 3. Report Creation

Steps:

1. Go to **Reports** → **New Report** → **Attendees with Events**
  2. Select **Summary Format**
  3. Group by **Event Name**
  4. Add **Filters**: Event Date, Capacity, Location
  5. Save and run the report
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## 4. Dashboard Creation

- Created **Dashboard: Event Overview**
  - Components:
    - **Bar Chart:** Attendees per Event
    - **Pie Chart:** Registration status (Confirmed / Pending)
    - **Metric Component:** Total attendees
  - Added **dynamic filters** for Event Date or Location
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## 5. Security & Access Control

- Implemented **Role-Based Access**:
    - Admin: Full access to Events & Attendees
    - Organizer / Event Manager: Edit access to Events & Attendees
    - Standard User: Read-only access to assigned records
  - Configured **Profiles & Permission Sets**
  - Enabled **field-level security** to protect sensitive data
  - Verified **external user access** via Experience Cloud
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## 6. Testing & Validation

- Verified **reports** display correct attendee count
  - Checked **dashboard components** update dynamically
  - Tested **security rules** by logging in as different roles
  - Ensured **external users** can only see permitted data
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## 7. Conclusion

- All **reports and dashboards** provide clear insights into event registrations
- Security measures ensure **data privacy and role-based access**
- The Event Registration App is now **fully functional, automated, and secure**
- Project is ready for **submission, presentation, and GitHub documentation**