

# **Theater Ticket Manager**

# **User Guide**

Documentation  
by

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# Theater Ticket Manager

## User Guide

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# INTRODUCTION

## THEATER TICKET MANAGER SYSTEM

Huntsville's Von Braun Civic Center uses this system to manage the venues and box office sales of events held in the Concert Hall and Playhouse Theater.

### Three Users Roles:

1. Volunteer
2. Theater Manager
3. Administrator

### User Role Functions:

#### VOLUNTEER:

- o Can view interactive seating display for each performance time for each event.
- o Can conduct transactions for selected performance seats and/or season ticket sales.

#### THEATER MANAGER:

- o All the above functions of Volunteer
- o Can modify the website, tickets, seating, and prices.

#### ADMINISTRATOR:

- o All the above functions of Volunteer and Theater Manager
- o Can Import and Export customized reports into Excel or Word.



Scroll through the TABLE OF CONTENTS on the previous page to find help instructions by topic.



The User Guide is organized by the User Role.

# VOLUNTEER

Box Office Volunteers are responsible for assisting customers of the Von Braun Center purchase tickets through the Theater Ticket Manager. Volunteers will choose performances, showtimes, and seats for customers, as well as process their payment.

## Logging in as Volunteer

To log in as **Volunteer**, select from the Van Braun Center **home page**, select the **Admin button**, located in the top right corner.



Once on the **log-in** page, enter **Volunteer** name and password where prompted and click "**Log in**".

Theater Ticket Manager

Username:  
FPVUser

Password:  
\*\*\*\*\*

**Log in**

Logging in as a **Volunteer** will bring up the Site Administration page. Select **View Site** from the top of the screen to return back to the Von Braun Center home page.

Theater Ticket Manager

WELCOME, FPV [VIEW SITE](#) CHANGE PASSWORD / LOG OUT

Site administration

AUTHENTICATION AND AUTHORIZATION

Groups	<a href="#">View</a>
Users	<a href="#">View</a>

WEBAPP

Performances	<a href="#">View</a>
Price groups	<a href="#">View</a>
Seats	<a href="#">Add</a> <a href="#">Change</a>
Theaters	<a href="#">View</a>
Tickets	<a href="#">View</a>

Recent actions

My actions  
None available

## TICKETS AND SEATING

### How to Choose a Show

From the Von Braun Center home page, select the **Performances** page, listed at the top of the screen.

Von Braun Center

Home Performances Contact Buy Season Tickets Admin ?

**Hamlet**  
January 1 - January 31  
Concert Hall

**Cats**  
February 1 - February 28  
Concert Hall

**A Midsummer Night's Dream**  
March 1 - March 31  
Playhouse

**Death of A Salesman**  
April 1 - April 30  
Concert Hall

Once on the **Performances** page, select the **location** of the performance with the dropdown menu.

Von Braun Center

Home Performances Contact Buy Season Tickets Admin ?

## Performances

Concert Hall View Shows

Select Theater ..  
Playhouse Theater  
**Concert Hall**

Once a location has been selected, select a **date** for the performance from the calendar.

Von Braun Center

Home Performances Contact Buy Season Tickets Admin ?

## Performances

Concert Hall View Shows

11/28/2018 View Shows

<	November 2018					>
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	<b>28</b>
29	30					

Once both the location and date have been selected, select **View Shows** to view performance options.

# Performances

Concert Hall

11/25/2018

[View Shows](#)

All show options will be displayed by an icon, additional performance information will be displayed below.

# Performances

Concert Hall

11/28/2018

[View Shows](#)

John Prine

SHOWTIMES

7:00 PM



Performance information

## How to Select a Showtime

Once the performance information is displayed, the desired showtime can be selected by clicking on a time from the range displayed showtimes below the icon.

# Performances

Concert Hall

11/28/2018

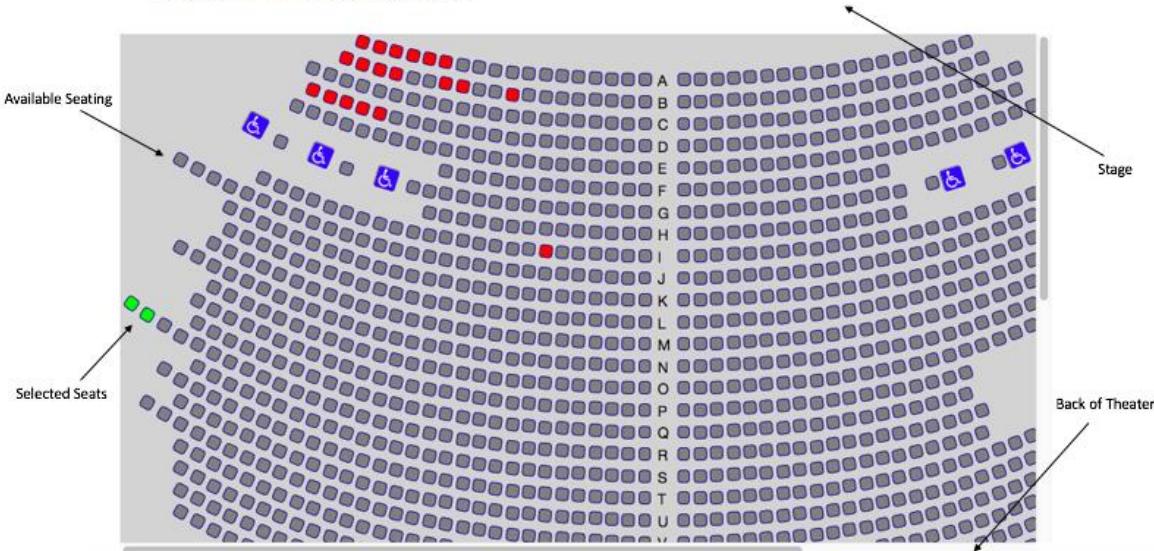
[View Shows](#)

## Selecting a Seat

Once a showtime has been selected, a **seat selection map** will appear.

Once on the **seat selection** page, select the seat(s) that the customer prefers by clicking grey circles. Unavailable seats will appear in red. Once a seat has been selected, it will turn green. Seats can be unselected by clicking the selected seat again.

## Seat Selection



Seating information will be displayed below the seat selection map.

Von Braun Center

Home Performances Contact Buy Season Tickets Admin ?

Your cart

Row R Seat 2	John Prine 11/28/2018 - 7:00 PM Concert Hall
Row R Seat 1	John Prine 11/28/2018 - 7:00 PM Concert Hall

Seating Information

Number of Seats

- 2 +

**Continue to Checkout**

Once a seat selection has been made, select “**Continue to Checkout**” to finish payment processing.

# PAYMENT PROCESSING

Once on the **Payment Processing** page, input customer payment information. Customer information will be saved in the database to be pulled up later for future purchases. Customers have the option of completing their ticket purchases through the system or saving their purchased ticket information and completing their purchases at the door of the Von Braun Center.

Enter the customers personal information and confirm payment information by selecting the payment type and indicating whether their purchase will be completed at the door or through the system.

The screenshot shows a web-based payment processing interface. On the left, there's a 'Billing address' section with fields for First name and Last name. Below it is a 'Payment' section with three radio button options: Unpaid (unchecked), Credit/Debit Card (checked), and Cash (unchecked). Under 'Payment Info', there are two checked radio buttons: At-Door Purchase and Printed. A large blue 'Confirm' button is centered at the bottom. On the right, a 'Your cart' section displays two items: 'John Prine - Row R Seat 29' and 'John Prine - Row R Seat 30'. Both items are listed as 'Prei' (presale) with a dropdown arrow. The total amount shown is \$40.00.

Once all customer information has been entered, select “**Confirm**” to complete purchase of the ticket. Once the ticket purchase has been confirmed, a confirmation page will appear.

The confirmation page header includes links for Home, Performances, Contact, Buy Season Tickets, Admin, and a question mark icon. The main title is 'Confirmation'. Below it, a message says 'Thank you for purchasing your ticket with us! Feel free to utilize the header to return to any page. The following is your ticket confirmation:'. A 'Ticket Information' section details the purchase: 'Season Ticket: Fall 2018 @ Playhouse Theater', 'Row R2A, Seat 2 \$150', 'Row R2A, Seat 1 \$150', 'Total Purchase: \$300.00', and 'Wednesday, 7:00 PM'.

# Season Ticket Holders

Customers who attend multiple performances over the season may wish to purchase season tickets. A purchased season ticket will allow the patron to view any performance shown during the same day and time, in the same theater. Once a customer has purchased a season ticket, their information is stored in the Season Ticket Holder area of the website.

## How to Register a Customer as A Season Ticket Holder

From the **Von Braun Center** home page, select “**Buy Season Tickets**”, located in top of the screen.



Once on the **Buy Season Tickets** page, select the preferred **season** from the dropdown menu.

A screenshot of the "Buy Season Tickets" page. At the top, there is a navigation bar with links for Home, Performances, Contact, Buy Season Tickets (highlighted in blue), Admin, and a question mark icon. The main title "Buy Season Tickets" is centered above a dropdown menu. The dropdown menu has a grey header with the text "Select Season .." and a blue button with the text "Select Season ..". Below the button, the text "Fall 2018" is visible. A red arrow points to the "Select Season .." button.

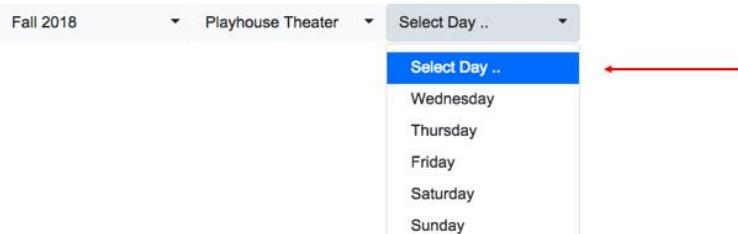
Once the season has been selected, select a **theater** from the next dropdown menu.

## Buy Season Tickets



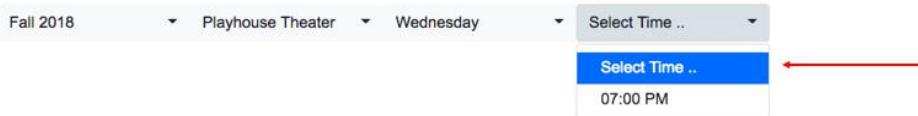
Once the theater has been selected, select the preferred **day** to attend performances.

## Buy Season Tickets



Once the day of the week has been selected, select the preferred **showtime** to attend performances.

## Buy Season Tickets



Once the showtime has been selected, click “**Continue to Select Seats**”

# Buy Season Tickets

Fall 2018

▼ Playhouse Theater

▼ Wednesday

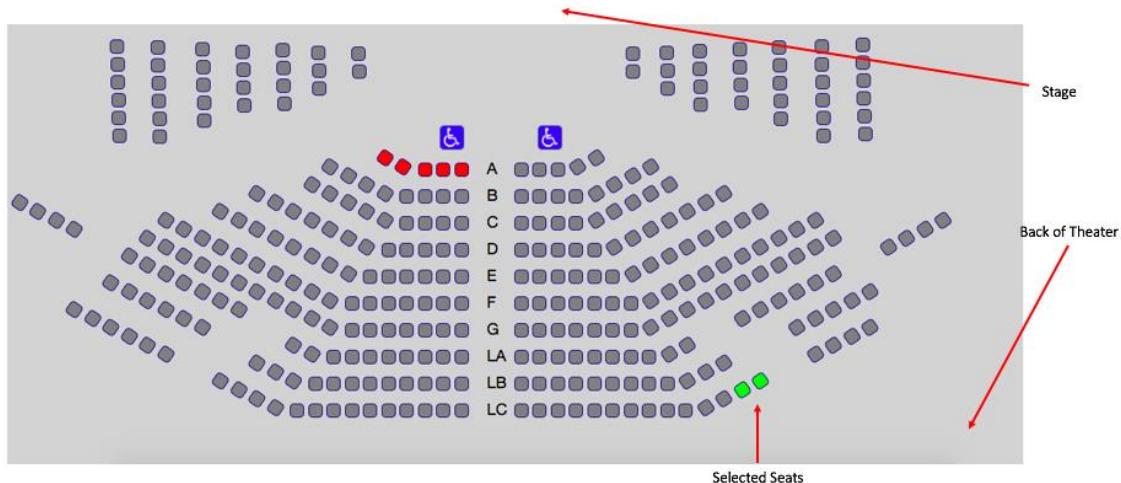
▼ 07:00 PM

[Continue to select seats](#)

## How to Select Seats as A Season Ticket Holder

Once on the **seat selection** page, select the seat(s) that the customer prefers by clicking grey circles. Unavailable seats will appear in red. Once a seat has been selected, it will turn green.

## Seat Selection



Seating information will be displayed below the seat selection map.

## Your cart

Season Ticket: Fall 2018 Row L2C Seat 1 Wednesday - 7:00 PM	← Seating Information
Season Ticket: Fall 2018 Row L2C Seat 2 Wednesday - 7:00 PM	

## Number of Seats

- 2 +

[Continue to Checkout](#)

Once all seats have been selected, click “**Continue to Checkout**” to proceed to payment.

## Your cart

Season Ticket: Fall 2018 Row L2C Seat 1 Wednesday - 7:00 PM	
Season Ticket: Fall 2018 Row L2C Seat 2 Wednesday - 7:00 PM	

## Number of Seats

- 2 +

[Continue to Checkout](#)

Season ticket payments will be processed similarly to regular tickets. (SEE: [Payment Processing](#))

## Exchanging a Ticket

The Volunteer is responsible for insuring that the tickets purchased by the customer reflect the customer’s needs. A part of this role includes exchanging a purchased ticket for another one of equal or lesser value.

## Finding a Ticket

From the Von Braun Center homepage, return to the Site administration page by selecting **Admin** from the top of the screen.



Once on the site administration page, locate the **Tickets** portion of the Webapp database. Select **Tickets**.

The screenshot shows the 'Theater Ticket Manager' interface. On the left, there is a sidebar with 'Site administration' and 'AUTHENTICATION AND AUTHORIZATION' sections. Below that is the 'WEBAPP' section, which contains links for 'Performances', 'Price groups', 'Seats', 'Theaters', and 'Tickets'. The 'Tickets' link is highlighted with a red box and a red arrow points from it to a larger view of the 'WEBAPP' section on the right.

**WEBAPP**

- Performances** [View](#)
- Price groups** [View](#)
- Seats** [Add](#) [Change](#)
- Theaters** [View](#)
- Tickets** [View](#)

**WEBAPP**

- Performances** [View](#)
- Price groups** [View](#)
- Seats** [Add](#) [Change](#)
- Theaters** [View](#)
- Tickets** [View](#)

Once on the **Tickets** page, locate the ticket that the customer wishes to exchange. Make note of the **ticket price**.

The screenshot shows the 'TICKETS' page. At the top, there is a breadcrumb navigation: Home > Webapp > Tickets. Below that, a message says 'Select ticket to view'. The main area is a table with columns: CUSTOMER NAME, SEAT, SECTION, ROW, PERFORMANCE, SHOW, SEASON, PRICE, CASH, PAID, DATE PURCHASED, DOOR, and PRINTED.

CUSTOMER NAME	SEAT	SECTION	ROW	PERFORMANCE	SHOW	SEASON	PRICE	CASH	PAID	DATE PURCHASED	DOOR	PRINTED
Christopher Kirchner	1	Front	R2A	2018-11-21 19:00; [<Theater: Playhouse Theater>]	Hamlet	Fall 2018	150.00	✓	✓	Nov. 26, 2018, 9:47 a.m.	✓	✓
Christopher Kirchner	2	Front	R2A	2018-11-21 19:00; [<Theater: Playhouse Theater>]	Hamlet	Fall 2018	150.00	✓	✓	Nov. 26, 2018, 9:47 a.m.	✓	✓
ANDY Towers	18	Front	I	2018-11-28 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	10.00	✓	✓	Nov. 20, 2018, 10:11 p.m.	✓	✓
ANDY Towers	11	Front	B	2018-11-28 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	5.00	✓	✓	Nov. 20, 2018, 10:11 p.m.	✓	✓
Shawn Matthias Edwards	4	Front	R2A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	8.00	✓	✓	Nov. 20, 2018, 9:37 p.m.	✓	✓
Shawn Matthias Edwards	5	Front	R2A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	10.00	✓	✓	Nov. 20, 2018, 9:37 p.m.	✓	✓
Shawn Matthias Edwards	1	Front	HC	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	8.00	✓	✓	Nov. 20, 2018, 7:58 p.m.	✓	✓
Shawn Matthias Edwards	5	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	120.00	✓	✓	Nov. 20, 2018, 6:55 p.m.	✓	✓
Shawn Matthias Edwards	4	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	75.00	✓	✓	Nov. 20, 2018, 6:55 p.m.	✓	✓
Shawn Matthias Edwards	3	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	150.00	✓	✓	Nov. 20, 2018, 6:55 p.m.	✓	✓
Shawn Matthias Edwards	5	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	120.00	✓	✓	Nov. 20, 2018, 6:55 p.m.	✓	✓
Shawn Matthias Edwards	4	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	75.00	✓	✓	Nov. 20, 2018, 6:55 p.m.	✓	✓
Shawn Matthias Edwards	3	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	150.00	✓	✓	Nov. 20, 2018, 6:55 p.m.	✓	✓
Matthew Annerston	1	Front	R3A	2018-11-21 19:00; [<Theater: Playhouse Theater>]	Hamlet	Fall 2018	120.00	✓	✓	Nov. 20, 2018, 6:52 p.m.	✓	✓
Matthew Annerston	5	Front	R3A	2018-11-21 19:00; [<Theater: Playhouse Theater>]	Hamlet	Fall 2018	135.00	✓	✓	Nov. 20, 2018, 6:52 p.m.	✓	✓

## Creating a New Ticket

Return back to the Von Braun Center homepage and create a new ticket. (SEE: [How to Choose a Show](#), [How to Select a Showtime](#), [Selecting a Seat](#))

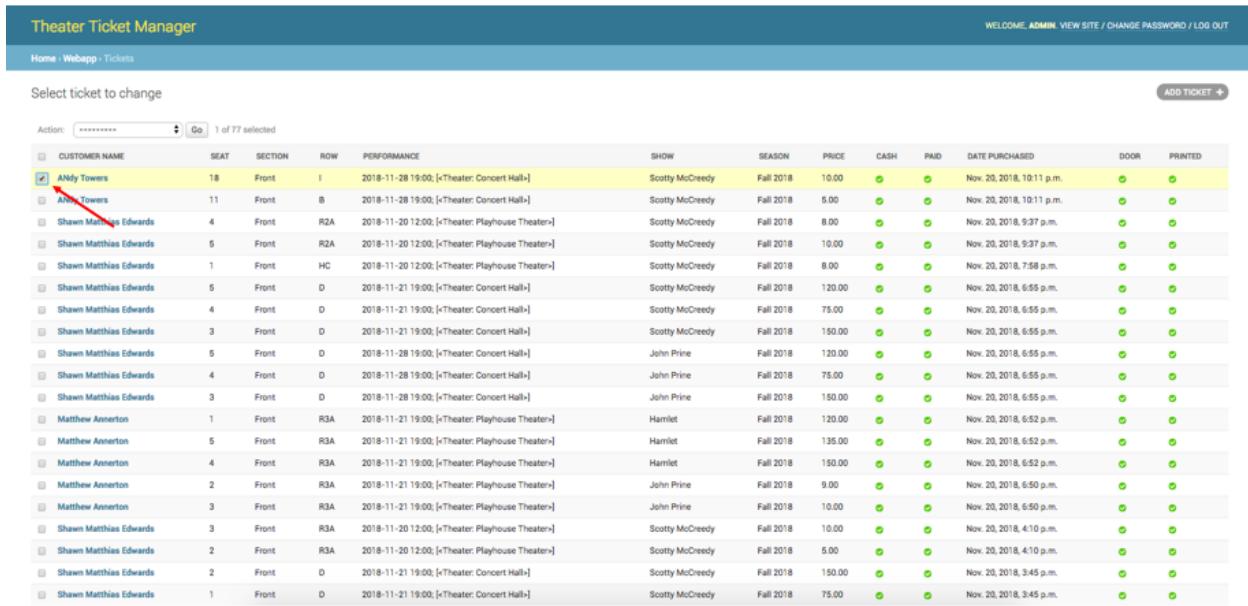
Once on the **Payment Processing** page, confirm that the total price is equal to or less than the price of the exchanged ticket that was noted earlier. If the customer qualifies for any discount price groups, then help them pick an appropriate price group that meets the price requirement.

The screenshot shows a payment processing interface. On the left, there's a 'Billing address' section with fields for First name ('Shawn') and Last name ('Edwards'). Below that is a 'Payment' section with three options: 'Unpaid' (unchecked), 'Credit/Debit Card' (checked), and 'Cash' (unchecked). Under 'Payment Info', there are two options: 'At-Door Purchase' (checked) and 'Printed' (unchecked). To the right, a 'Your cart' section displays two items: 'John Prine - Row G Seat 1' and 'John Prine - Row G Seat 2'. Both items are listed as '7:00 PM 11/28/2018 - Concert Hall'. A dropdown menu next to the cart summary shows 'Fr' and a number '2'. At the bottom right of the cart area, it says 'Total \$15.00'. A large blue 'Confirm' button is at the bottom center of the page.

Once all customer information has been entered. Select “**Confirm**” to complete purchase of the ticket. Once the ticket purchase has been confirmed, a confirmation page will appear.

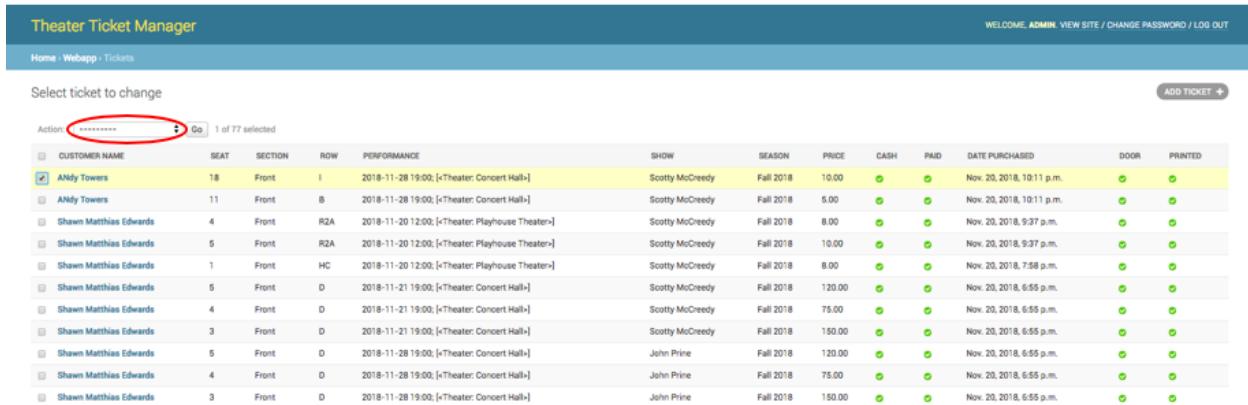
Return to the original browser tab ticket records in the admin interface. Select the ticket that the customer exchanged. Confirm that it is the correct ticket(s). In the drop-down menu above the ticket list, select “**Delete selected tickets**”. Click “**Go**”.

From the **Tickets** page, select the **check box** next to the ticket to be deleted.



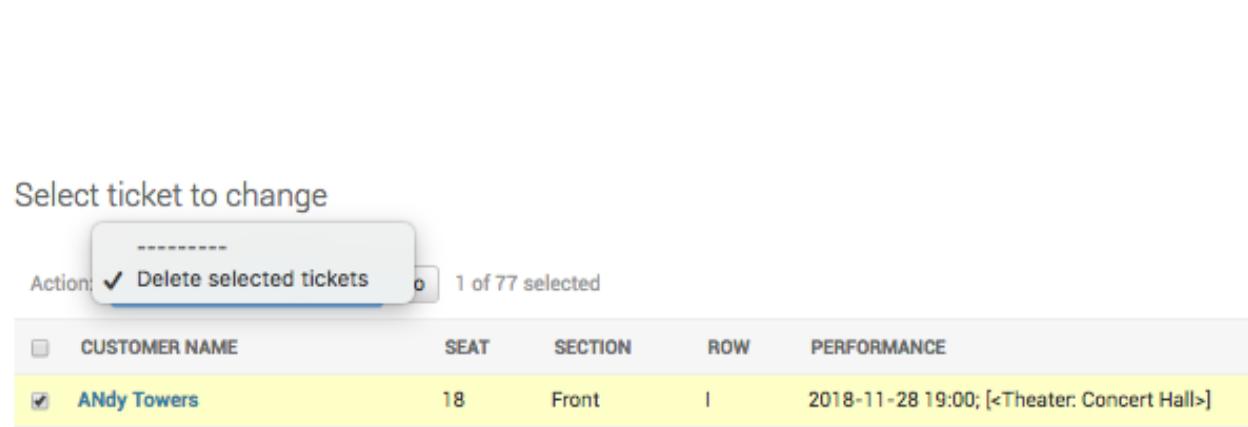
Theater Ticket Manager										WELCOME, ADMIN   VIEW SITE / CHANGE PASSWORD / LOG OUT			
Home > Webapp > Tickets													
Select ticket to change													
Action: -----											Go		
CUSTOMER NAME	SEAT	SECTION	ROW	PERFORMANCE	SHOW	SEASON	PRICE	CASH	Paid	DATE PURCHASED	DOOR	PRINTED	
<input checked="" type="checkbox"/> ANDy Towers	18	Front	I	2018-11-28 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> ANDy Towers	11	Front	B	2018-11-28 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	5.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	R2A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	R2A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	1	Front	HC	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 7:58 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	12.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	3	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	3	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Matthew Annerston	1	Front	R3A	2018-11-21 19:00; [<Theater: Playhouse Theater>]	Hamlet	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:52 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Matthew Annerston	5	Front	R3A	2018-11-21 19:00; [<Theater: Playhouse Theater>]	Hamlet	Fall 2018	135.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:52 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Matthew Annerston	4	Front	R3A	2018-11-21 19:00; [<Theater: Playhouse Theater>]	Hamlet	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:52 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Matthew Annerston	2	Front	R3A	2018-11-21 19:00; [<Theater: Playhouse Theater>]	John Prine	Fall 2018	9.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:50 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Matthew Annerston	3	Front	R3A	2018-11-21 19:00; [<Theater: Playhouse Theater>]	John Prine	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:50 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	3	Front	R3A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 4:10 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	2	Front	R3A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	5.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 4:10 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	2	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 3:45 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	1	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 3:45 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Locate the **dropdown menu** next to Actions.



Theater Ticket Manager										WELCOME, ADMIN   VIEW SITE / CHANGE PASSWORD / LOG OUT			
Home > Webapp > Tickets													
Select ticket to change													
Action: -----											Go		
CUSTOMER NAME	SEAT	SECTION	ROW	PERFORMANCE	SHOW	SEASON	PRICE	CASH	Paid	DATE PURCHASED	DOOR	PRINTED	
<input checked="" type="checkbox"/> ANDy Towers	18	Front	I	2018-11-28 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> ANDy Towers	11	Front	B	2018-11-28 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	5.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	R2A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	R2A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	1	Front	HC	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 7:58 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	3	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/> Shawn Matthias Edwards	3	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Click on dropdown menu and select “Delete selected tickets”.



Action: <input checked="" type="checkbox"/> Delete selected tickets	1 of 77 selected			
CUSTOMER NAME	SEAT	SECTION	ROW	PERFORMANCE
<input checked="" type="checkbox"/> ANDy Towers	18	Front	I	2018-11-28 19:00; [<Theater: Concert Hall>]

Once selected, click “Go”.

### Select ticket to change

Action: <a href="#">Delete selected tickets</a> <a href="#">Go</a> 1 of 77 selected					
	CUSTOMER NAME	SEAT	SECTION	ROW	PERFORMANCE
<input checked="" type="checkbox"/>	ANdy Towers	18	Front	I	2018-11-28 19:00; [<Theater: Concert Hall>]

A new page will appear asking for confirmation for this action. Select “Yes, I’m sure” to confirm deletion of Price Group or “No, take me back” to cancel deletion.

### Are you sure?

Are you sure you want to delete the selected ticket? All of the following objects and their related items will be deleted:

#### Summary

- Tickets: 1
- Ticket-customer relationships: 1
- Ticket-seat relationships: 1
- Ticket-row relationships: 1
- Ticket-section relationships: 1
- Ticket-season relationships: 1
- Ticket-show relationships: 1
- Ticket-performance relationships: 1

#### Objects

- Ticket: (2018-11-28 19:00:00+00:00, Scotty McCreedy, Fall 2018, ANdy Towers)
  - Ticket-customer relationship: Ticket\_customer object (77)
  - Ticket-seat relationship: Ticket\_seat object (77)
  - Ticket-row relationship: Ticket\_row object (77)
  - Ticket-section relationship: Ticket\_section object (77)
  - Ticket-season relationship: Ticket\_season object (77)
  - Ticket-show relationship: Ticket\_show object (77)
  - Ticket-performance relationship: Ticket\_performance object (75)

[Yes, I'm sure](#)

[No, take me back](#)

# Theater Manager

The Theater Manager is responsible for managing all theater information, including creating and updating new performances, price groups, seasons, and shows. The Theater Manager is also able to manually create customers, season ticket holders, and tickets within the website.

## Log-In Information as Theater Manager

To log in as Theater Manager, from the Van Braun Center home page, select the **Admin** button, located in the top right corner.

The screenshot shows the Von Braun Center website with a dark header bar. On the left is the "Von Braun Center" logo. On the right, there are links for "Home", "Performances", "Contact", "Buy Season Tickets", and a circled "Admin" button with a question mark icon. Below the header, there are four promotional cards for plays:

- Hamlet**  
January 1 - January 31  
Concert Hall
- Cats**  
February 1 - February 28  
Concert Hall
- A Midsummer Night's Dream**  
March 1 - March 31  
Playhouse
- Death of A Salesman**  
April 1 - April 30  
Concert Hall

Once on the **log in** page, enter Theater Manager name and password where prompted and click “**Log in**”.

Theater Ticket Manager

Username:  
admin

Password:  
\*\*\*\*\*

**Log in**

## Webapp Database

Once logged into the Site Administration page, locate **Webapp** database situated on the lower left-hand side, beneath the Authentication and Authorization database.

Theater Ticket Manager

WELCOME ADMIN / VIEW SITE / CHANGE PASSWORD / LOG OUT

Site administration

AUTHENTICATION AND AUTHORIZATION

	<a href="#">+ Add</a>	<a href="#">Change</a>
Groups	<a href="#">+ Add</a>	<a href="#">Change</a>
Users	<a href="#">+ Add</a>	<a href="#">Change</a>

WEBAPP

	<a href="#">+ Add</a>	<a href="#">Change</a>
Customers	<a href="#">+ Add</a>	<a href="#">Change</a>
Performances	<a href="#">+ Add</a>	<a href="#">Change</a>
Price groups	<a href="#">+ Add</a>	<a href="#">Change</a>
Rows	<a href="#">+ Add</a>	<a href="#">Change</a>
Season ticket holders	<a href="#">+ Add</a>	<a href="#">Change</a>
Seasons	<a href="#">+ Add</a>	<a href="#">Change</a>
Seats	<a href="#">+ Add</a>	<a href="#">Change</a>
Sections	<a href="#">+ Add</a>	<a href="#">Change</a>
Shows	<a href="#">+ Add</a>	<a href="#">Change</a>
Theaters	<a href="#">+ Add</a>	<a href="#">Change</a>
Tickets	<a href="#">+ Add</a>	<a href="#">Change</a>

Recent actions

My actions

- [Josh Waitzkin](#) Season ticket holder
- [ANDY Towers](#) Season ticket holder
- [Josh Waitzkin](#) Season ticket holder
- [Spring 2019](#) Season
- [Spring 2019](#) Season
- [Josh Waitzkin](#) Season ticket holder
- [Josh Waitzkin](#) Season ticket holder
- [Spring 2019](#) Season
- [Fall 2018](#) Season

WEBAPP

	<a href="#">+ Add</a>	<a href="#">Change</a>
Customers	<a href="#">+ Add</a>	<a href="#">Change</a>
Performances	<a href="#">+ Add</a>	<a href="#">Change</a>
Price groups	<a href="#">+ Add</a>	<a href="#">Change</a>
Rows	<a href="#">+ Add</a>	<a href="#">Change</a>
Season ticket holders	<a href="#">+ Add</a>	<a href="#">Change</a>
Seasons	<a href="#">+ Add</a>	<a href="#">Change</a>
Seats	<a href="#">+ Add</a>	<a href="#">Change</a>
Sections	<a href="#">+ Add</a>	<a href="#">Change</a>
Shows	<a href="#">+ Add</a>	<a href="#">Change</a>
Theaters	<a href="#">+ Add</a>	<a href="#">Change</a>
Tickets	<a href="#">+ Add</a>	<a href="#">Change</a>

All modifications to website information will be done through this database.

## Implementing Changes to Customers

Patrons of the Von Braun Center are listed in the website database. Once tickets have been purchased through the website, customer information is automatically stored in the database for future purchases. However, the Theater Manager is able to create new customers in the website without a purchase being made. Theater managers are also able to edit customer information and delete existing customers from the website.

From the Site Administration page, locate the **Customers** section of the Webapp Database.

The screenshot shows the 'Theater Ticket Manager' site administration interface. At the top, there's a navigation bar with 'THEATER TICKET MANAGER', 'WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT', and a 'Site administration' link. Below the navigation is a 'AUTHENTICATION AND AUTHORIZATION' section with 'Groups' and 'Users' entries, each with 'Add' and 'Change' buttons. To the right is a 'Recent actions' sidebar listing recent user activities. The main content area is titled 'WEBAPP' and contains a list of database tables: 'Customers', 'Performances', 'Price groups', 'Rows', 'Season ticket holders', 'Seasons', 'Seats', 'Sections', 'Shows', 'Theaters', and 'Tickets'. Each table entry has 'Add' and 'Change' buttons. Two sections of the interface are highlighted with red boxes: the 'Customers' table in the main list and the 'Customers' table in the 'Recent actions' sidebar. A red arrow points from the main 'Customers' table towards the 'Recent actions' sidebar.

## Adding A Customer

From the Customers page, select **ADD CUSTOMER +**, located in the right-hand corner.

The screenshot shows the 'Customers' page of the Theater Ticket Manager. At the top right, there is a red circle around the 'ADD CUSTOMER +' button. Below it, a table displays one customer record:

FIRSTNAME	MIDDLENAME	LASTNAME	ADDRESS	EMAIL	PHONE	TICKETS
Christopher	S	Kirchner	4632 Carrington Blvd SE	rdskirchner@yahoo.com	2566837825	-

At the bottom left, there is a link labeled '1 customer'.

Once on the **Add Customer** page, enter the customer's personal information. Once all information has been imputed, select **SAVE** to save customer in the website.

The screenshot shows the 'Add customer' page. It has fields for FirstName, MiddleName, LastName, Address, Email, and Phone. At the bottom right, there are three buttons: 'Save and add another', 'Save and continue edit', and a red-circled 'SAVE' button.

## Editing Existing Customer Information

From the **Customers** page, select the customer for editing.

The screenshot shows the 'Customers' page again. A red arrow points to the 'Christopher' record in the table. At the top right, there is a red circle around the 'ADD CUSTOMER +' button.

FIRSTNAME	MIDDLENAME	LASTNAME	ADDRESS	EMAIL	PHONE	TICKETS
Christopher	M	Kirchner	4632 Carrington Blvd SE	ckirch@gmail.com	2566837825	-

Once on the **Change Customer** page, customer information can be edited.

Make appropriate changes and select **Save** to Save.

## Deleting Current Customers

From the **Customers** page, select the check box next to customers' name.

The screenshot shows a table of customer information. A red arrow points from the text "1 customer" at the bottom left to the checkbox next to the first row, which contains the name "Christopher".

Action:	FIRSTNAME	MIDDLENAME	LASTNAME	ADDRESS	EMAIL	PHONE	TICKETS
<input checked="" type="checkbox"/>	Christopher	S	Kirchner	4632 Carrington Blvd SE	rdskirchner@yahoo.com	2566837825	-

Locate the **dropdown** menu next to Actions.

The screenshot shows the same customer list as above. A red circle highlights the "Action:" dropdown menu, which is open to show the option "Delete selected customers".

Action:	FIRSTNAME	MIDDLENAME	LASTNAME	ADDRESS	EMAIL	PHONE	TICKETS
<input checked="" type="checkbox"/>	Christopher	S	Kirchner	4632 Carrington Blvd SE	rdskirchner@yahoo.com	2566837825	-

Click on the dropdown menu and select “**Delete selected customers**”.

The screenshot shows the "Action:" dropdown menu open, with the "Delete selected customers" option highlighted. Below the dropdown, the customer list shows "Christopher" selected. A red arrow points from the text "Once selected, click “Go”." to the "Go" button.

Action:	FIRSTNAME	MIDDLENAME	LASTNAME	ADDRESS
<input checked="" type="checkbox"/>	Christopher	S	Kirchner	4632 Carrington Blvd SE

Once selected, click “**Go**”.

The screenshot shows the "Action:" dropdown menu closed, and the "Go" button is highlighted with a red arrow. The customer list shows "Christopher" selected. A red arrow points from the text "A new page will appear asking for confirmation for this action. Select “Yes, I’m sure” to confirm deletion of Price Group or “No, take me back” to cancel deletion." to the "Go" button.

Action:	FIRSTNAME	MIDDLENAME	LASTNAME
<input checked="" type="checkbox"/>	Christopher	S	Kirchner

A new page will appear asking for confirmation for this action. Select “**Yes, I’m sure**” to confirm deletion of Price Group or “**No, take me back**” to cancel deletion.

Are you sure?

Are you sure you want to delete the selected customer? All of the following objects and their related items will be deleted:

#### Summary

- Customers: 1

#### Objects

- Customer: Christopher S Kirchner

**Yes, I'm sure**

No, take me back

## Implementing Changes to Performances

New performances need to be added to the Von Braun Center at the beginning of every season. The Theater Manager is responsible for inputting the performance information into the website. Current season performances can be edited or delete by the Theater Manager

Locate the **Performances** area of the database.

Theater Ticket Manager

WELCOME, ADMIN | VIEW SITE / CHANGE PASSWORD / LOG OUT

Site administration

AUTHENTICATION AND AUTHORIZATION

	Add	Change
Groups		
Users		

WEBAPP

	Add	Change
Customers		
Performances		
Price groups		
Rows		
Season ticket holders		
Seasons		
Seats		
Sections		
Shows		
Theaters		
Tickets		

Recent actions

My actions

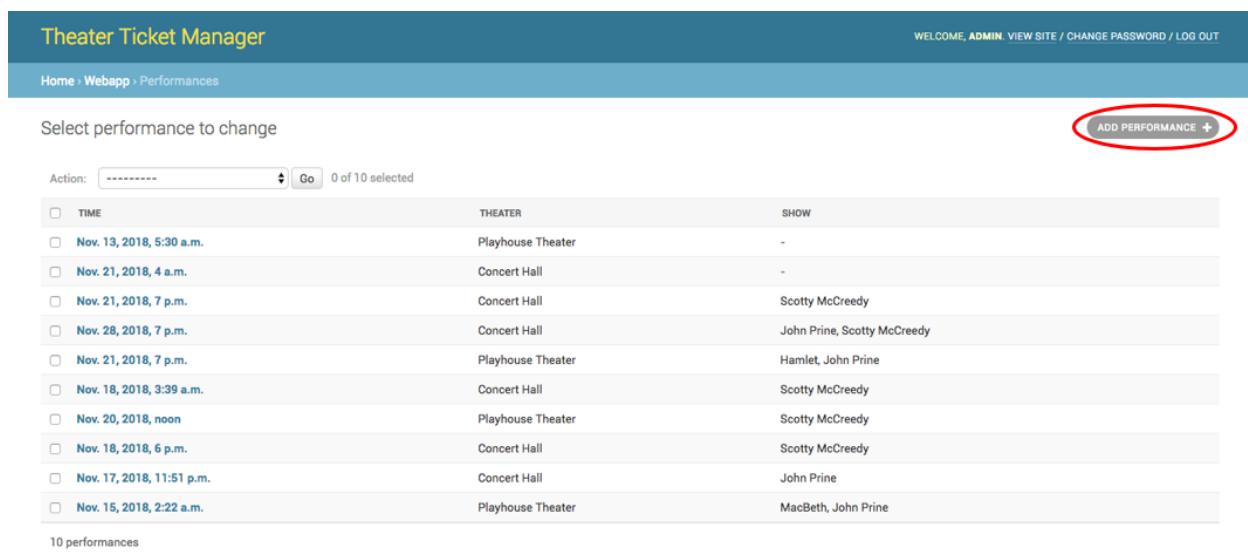
- ✓ Josh Waitzkin  
Season ticket holder
- ✓ Andy Towers  
Season ticket holder
- ✓ Josh Waitzkin  
Season ticket holder
- ✗ Spring 2019  
Season
- ✓ Spring 2019  
Season
- ✓ Josh Waitzkin  
Season ticket holder
- ✓ Josh Waitzkin  
Season ticket holder
- ✓ Spring 2019  
Season
- ✗ Fall 2018  
Season

WEBAPP

	Add	Change
Customers		
<b>Performances</b>		
Price groups		
Rows		
Season ticket holders		
Seasons		
Seats		
Sections		
Shows		
Theaters		
Tickets		

## Creating a New Performance

To create a new performance, select the **ADD PERFORMANCE+** button, located in the top right corner.



Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home > Webapp > Performances

Select performance to change

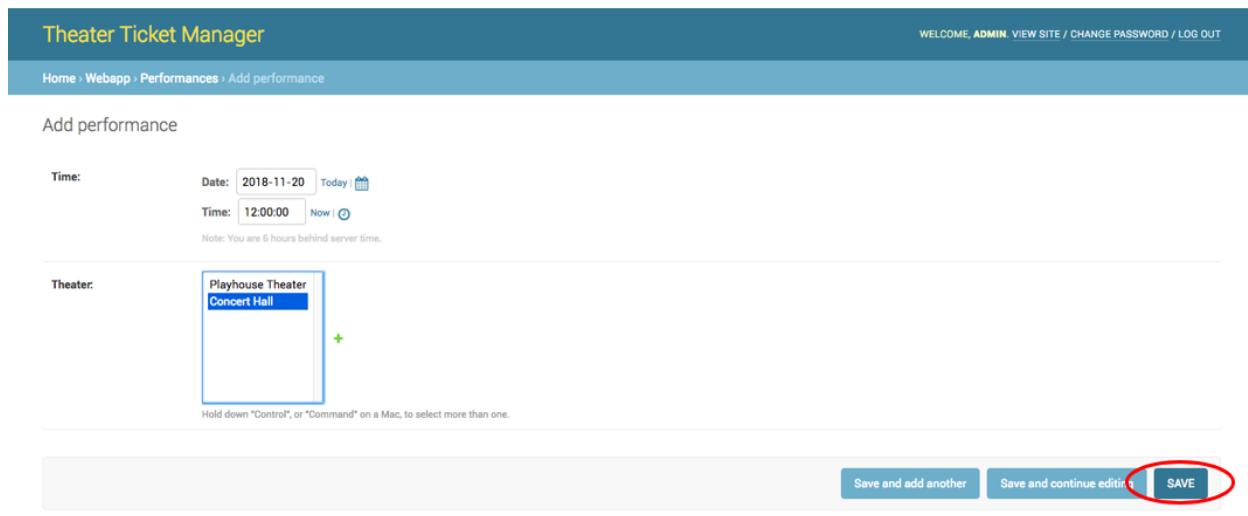
Action: ----- Go 0 of 10 selected

TIME	THEATER	SHOW
Nov. 13, 2018, 5:30 a.m.	Playhouse Theater	-
Nov. 21, 2018, 4 a.m.	Concert Hall	-
Nov. 21, 2018, 7 p.m.	Concert Hall	Scotty McCreedy
Nov. 28, 2018, 7 p.m.	Concert Hall	John Prine, Scotty McCreedy
Nov. 21, 2018, 7 p.m.	Playhouse Theater	Hamlet, John Prine
Nov. 18, 2018, 3:39 a.m.	Concert Hall	Scotty McCreedy
Nov. 20, 2018, noon	Playhouse Theater	Scotty McCreedy
Nov. 18, 2018, 6 p.m.	Concert Hall	Scotty McCreedy
Nov. 17, 2018, 11:51 p.m.	Concert Hall	John Prine
Nov. 15, 2018, 2:22 a.m.	Playhouse Theater	MacBeth, John Prine

10 performances

**ADD PERFORMANCE +**

Create a new performance by setting **date** and time and selecting a **theater**.



Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home > Webapp > Performances > Add performance

Add performance

Date: 2018-11-20 Today |

Time: 12:00:00 Now |

Note: You are 6 hours behind server time.

Theater:

Playhouse Theater  
Concert Hall

Hold down "Control", or "Command" on a Mac, to select more than one.

Save and add another Save and continue editing **SAVE**

Once the performance has been created, select **SAVE** to save.

## Editing a Current Performance

From the **Performance** page, select the performance to be edited.

Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home : Webapp : Performances

Select performance to change

Action: ----- Go 0 of 10 selected

TIME	THEATER	SHOW
Nov. 13, 2018, 5:30 a.m.	Playhouse Theater	-
Nov. 21, 2018, 4 a.m.	Concert Hall	-
Nov. 21, 2018, 7 p.m.	Concert Hall	Scotty McCreedy
Nov. 28, 2018, 7 p.m.	Concert Hall	John Prine, Scotty McCreedy
Nov. 21, 2018, 7 p.m.	Playhouse Theater	Hamlet, John Prine
Nov. 18, 2018, 3:39 a.m.	Concert Hall	Scotty McCreedy
Nov. 20, 2018, noon	Playhouse Theater	Scotty McCreedy
Nov. 18, 2018, 6 p.m.	Concert Hall	Scotty McCreedy
Nov. 17, 2018, 11:51 p.m.	Concert Hall	John Prine
Nov. 15, 2018, 2:22 a.m.	Playhouse Theater	MacBeth, John Prine

10 performances

Once on the **Change Performance** page, all edits to current performances can be implemented. Current performances can be altered in their **date**, **time**, and **theater**.

Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home : Webapp : Performances : 2018-11-20 12:00 : [Theater: Playhouse Theater]

Change performance

Time: Date: 2018-11-20 Today / Time: 12:00:00 Now /

Note: You are 6 hours behind server time.

Theater:

- Playhouse Theater
- Concert Hall

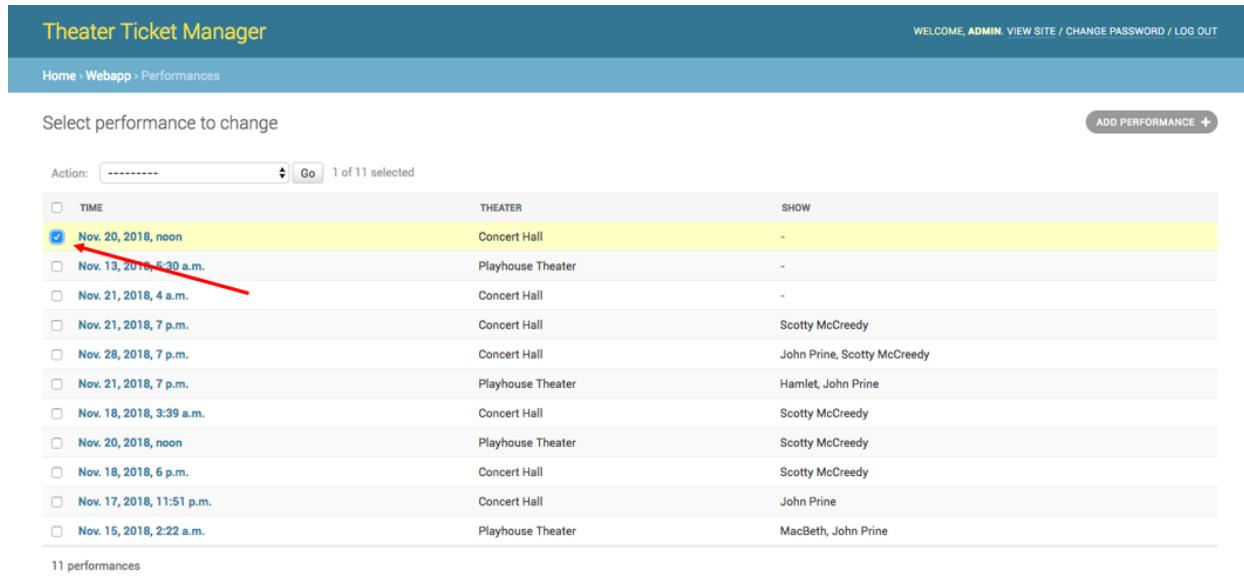
Hold down "Control", or "Command" on a Mac, to select more than one.

Delete Save and add another Save and continue editing **SAVE**

Once the performance has been edited, select **SAVE** to save.

## Deleting a Current Performance

From the **Performance** page, select the check box next to the performance to be deleted.



Theater Ticket Manager

Home > Webapp > Performances

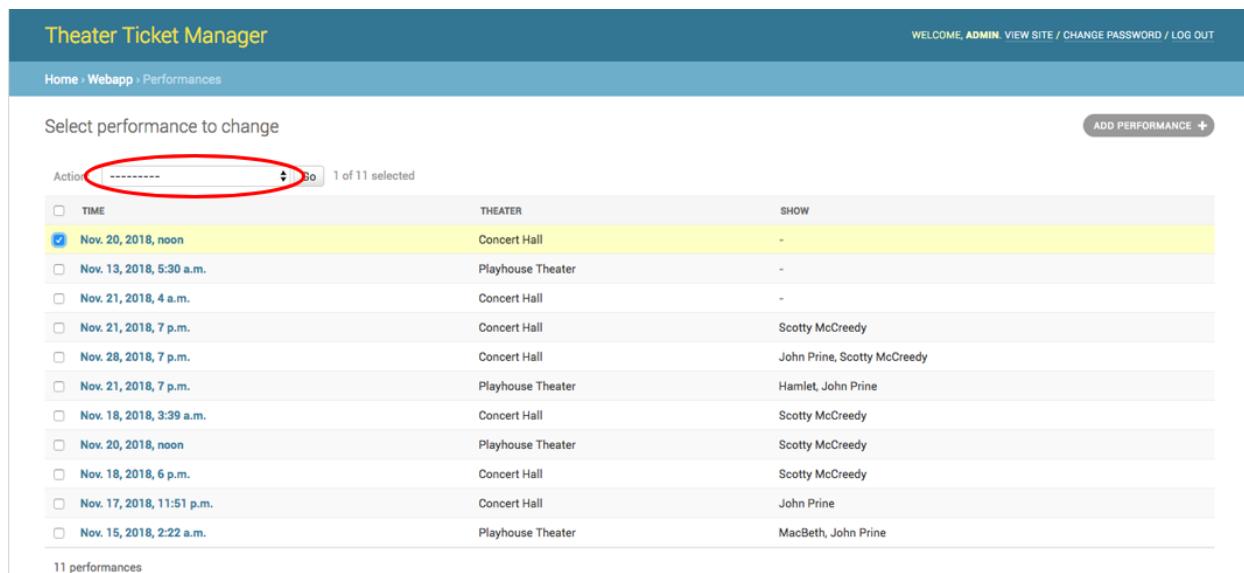
Select performance to change

Action: ----- Go 1 of 11 selected

TIME	THEATER	SHOW
<input checked="" type="checkbox"/> Nov. 20, 2018, noon	Concert Hall	-
<input type="checkbox"/> Nov. 13, 2018, 5:30 a.m.	Playhouse Theater	-
<input type="checkbox"/> Nov. 21, 2018, 4 a.m.	Concert Hall	-
<input type="checkbox"/> Nov. 21, 2018, 7 p.m.	Concert Hall	Scotty McCreedy
<input type="checkbox"/> Nov. 28, 2018, 7 p.m.	Concert Hall	John Prine, Scotty McCreedy
<input type="checkbox"/> Nov. 21, 2018, 7 p.m.	Playhouse Theater	Hamlet, John Prine
<input type="checkbox"/> Nov. 18, 2018, 3:39 a.m.	Concert Hall	Scotty McCreedy
<input type="checkbox"/> Nov. 20, 2018, noon	Playhouse Theater	Scotty McCreedy
<input type="checkbox"/> Nov. 18, 2018, 6 p.m.	Concert Hall	Scotty McCreedy
<input type="checkbox"/> Nov. 17, 2018, 11:51 p.m.	Concert Hall	John Prine
<input type="checkbox"/> Nov. 15, 2018, 2:22 a.m.	Playhouse Theater	MacBeth, John Prine

11 performances

Locate **dropdown** menu next to Actions.



Theater Ticket Manager

Home > Webapp > Performances

Select performance to change

Action: ----- Go 1 of 11 selected

TIME	THEATER	SHOW
<input checked="" type="checkbox"/> Nov. 20, 2018, noon	Concert Hall	-
<input type="checkbox"/> Nov. 13, 2018, 5:30 a.m.	Playhouse Theater	-
<input type="checkbox"/> Nov. 21, 2018, 4 a.m.	Concert Hall	-
<input type="checkbox"/> Nov. 21, 2018, 7 p.m.	Concert Hall	Scotty McCreedy
<input type="checkbox"/> Nov. 28, 2018, 7 p.m.	Concert Hall	John Prine, Scotty McCreedy
<input type="checkbox"/> Nov. 21, 2018, 7 p.m.	Playhouse Theater	Hamlet, John Prine
<input type="checkbox"/> Nov. 18, 2018, 3:39 a.m.	Concert Hall	Scotty McCreedy
<input type="checkbox"/> Nov. 20, 2018, noon	Playhouse Theater	Scotty McCreedy
<input type="checkbox"/> Nov. 18, 2018, 6 p.m.	Concert Hall	Scotty McCreedy
<input type="checkbox"/> Nov. 17, 2018, 11:51 p.m.	Concert Hall	John Prine
<input type="checkbox"/> Nov. 15, 2018, 2:22 a.m.	Playhouse Theater	MacBeth, John Prine

11 performances

Click on the dropdown menu and select “**Delete selected performance**”.

## Select performance to change

Action:  ----- Go 1 of 11 selected

**Delete selected performances**

TIME	THEATER
<input checked="" type="checkbox"/> Nov. 20, 2018, noon	Concert Hall

Once selected, click “Go”.

## Select performance to change

Action: **Delete selected performances** Go 1 of 11 selected

TIME	THEATER
<input checked="" type="checkbox"/> Nov. 20, 2018, noon	Concert Hall

A new page will appear asking for confirmation for this action. Select “**Yes, I’m sure**” to confirm deletion of Price Group or “**No, take me back**” to cancel deletion.

---

Are you sure?

Are you sure you want to delete the selected performance? All of the following objects and their related items will be deleted:

**Summary**

- Performances: 1
- Performance-theater relationships: 1

**Objects**

- Performance: 2018-11-20 12:00; [<Theater: Concert Hall>]
  - Performance-theater relationship: Performance\_theater object (36)

**Yes, I'm sure**

No, take me back

## Implementing Changes to Price Groups

Prices for the Von Braun Center are organized by price groups. The Von Braun Center offers prices based on seating selections and discounted ticket prices for certain price groups. Currently, children, military, seniors, and Lockheed Martin employees receive discounted ticket prices. The Theater Manager is responsible for setting new price groups, as well as making changes to current price groups and deleting old price groups.

Locate the **Price Groups** area of the database.

The screenshot shows the 'Theater Ticket Manager' application. At the top, there's a navigation bar with 'WELCOME: ADMIN | VIEW SITE / CHANGE PASSWORD / LOG OUT'. Below it is a 'Site administration' header. On the left, there's a sidebar titled 'WEBAPP' containing links like Customers, Performances, Price groups, Rows, Season ticket holders, Seasons, Seats, Sections, Shows, Theaters, and Tickets. The 'Price groups' link is highlighted with a red box. To the right of the sidebar is a 'Recent actions' panel showing a list of recent user activities. The main content area is titled 'WEBAPP' and lists various entities with 'Add' and 'Change' buttons: Customers, Performances, Price groups, Rows, Season ticket holders, Seasons, Seats, Sections, Shows, Theaters, and Tickets. The 'Price groups' entry is also highlighted with a red box. A red arrow points from the 'Price groups' link in the sidebar to the 'Price groups' entry in the main list.

## To Create a New Price Group

From the **Price Group** page, select the **Add New Price Group +** button, located in top right corner.

Select price group to change			
Action:	NAME	PRICE	SECTIONS
<input type="checkbox"/>	Back Child	14.00	Back
<input type="checkbox"/>	Back Senior	18.00	Back
<input type="checkbox"/>	Back Military	16.00	Back
<input type="checkbox"/>	Front Senior	9.00	Front
<input type="checkbox"/>	Front Child	7.00	Front
<input type="checkbox"/>	Front Military	8.00	Front
<input type="checkbox"/>	Lockheed Martin Company Pricing	5.00	Front
<input type="checkbox"/>	Premium	20.00	Back
<input type="checkbox"/>	Normal	10.00	Front

9 price groups

Once on the **Add Price Group** page, create a new price group by entering the new price group name and pricing information in the prompt boxes. Once all information has been imputed, select **SAVE** to save new Price Group.

Add price group

Name:	<input type="text" value="Back Child"/>	←
Price:	<input type="text" value="14.00"/>	←

## Editing Current Price Groups

From the **Price Groups** page, click on **price group** to be edited.

Select price group to change			
Action:	NAME	PRICE	SECTIONS
<input type="checkbox"/>	Back Child	14.00	Back
<input type="checkbox"/>	Back Senior	18.00	Back
<input type="checkbox"/>	Back Military	16.00	Back
<input type="checkbox"/>	Front Senior	9.00	Front
<input type="checkbox"/>	Front Child	7.00	Front
<input type="checkbox"/>	Front Military	8.00	Front
<input type="checkbox"/>	Lockheed Martin Company Pricing	5.00	Front
<input type="checkbox"/>	Premium	20.00	Back
<input type="checkbox"/>	Normal	10.00	Front

9 price groups

Once on the **Change Price Groups** page, the price and price group name can be changed.

Theater Ticket Manager

Home › Webapp › Price groups › Balcony

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Change price group

Name:

Price:

**SAVE**

Once the appropriate changes to the price group have been made, select **SAVE** to save the new pricing information to the website.

## Deleting Price Groups

From the **Price Groups** page, select check box next to the price group to be deleted.

Theater Ticket Manager

Home › Webapp › Price groups

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Select price group to change

Action:   1 of 9 selected

NAME PRICE SECTIONS

NAME	PRICE	SECTIONS
Back Child	14.00	Back
Back Senior	18.00	Back
Back Military	16.00	Back
Front Senior	9.00	Front
Front Child	7.00	Front
Front Military	8.00	Front
Lockheed Martin Company Pricing	5.00	Front
Premium	20.00	Back
Normal	10.00	Front

9 price groups

Once selected, click on Dropdown menu located next to Action.

Theater Ticket Manager

Home › Webapp › Price groups

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Select price group to change

Action:   1 of 9 selected

NAME PRICE SECTIONS

NAME	PRICE	SECTIONS
Back Child	14.00	Back
Back Senior	18.00	Back
Back Military	16.00	Back
Front Senior	9.00	Front
Front Child	7.00	Front
Front Military	8.00	Front
Lockheed Martin Company Pricing	5.00	Front
Premium	20.00	Back
Normal	10.00	Front

9 price groups

From the dropdown menu, select “**Delete Selected Price Groups**”.

### Select price group to change

Action:  Delete selected price groups

1 of 9 selected

<input type="checkbox"/>	NAME
<input checked="" type="checkbox"/>	Back Child

Once selected, click “**Go**”.

### Select price group to change

Action:  Delete selected price groups

1 of 9 selected

<input type="checkbox"/>	NAME
<input checked="" type="checkbox"/>	Back Child

A new page will appear asking for confirmation for this action. Select “**Yes, I’m sure**” to confirm deletion of Price Group or “**No, take me back**” to cancel deletion.

Are you sure?

Are you sure you want to delete the selected price group? All of the following objects and their related items will be deleted:

#### Summary

- Price groups: 1
- Section-pricegroup relationships: 1

#### Objects

- Price group: Back Child
- Section-pricegroup relationship: Section\_pricegroups object (9)

**Yes, I'm sure**

No, take me back

## Implementing Changes to Season Ticket Holders

Customers of the Von Braun Center who wish to attend multiple shows during a season may wish to become Season Ticket Holders. Once season tickets have been purchased by the customer, their status as a Season Ticket Holder is saved in the website. However, the Theater Manager is able to create new Season Ticket Holders in the website without a purchase being made. Once a season is over, Season Ticket Holders can be deleted or made invalid by the Theater Manager in the website.

Locate the **Season Ticket Holder** area of the database.

The screenshot shows the 'Theater Ticket Manager' application interface. At the top, there's a navigation bar with 'WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT'. Below it is a 'Site administration' header. The main content area is divided into two sections: 'WEBAPP' and 'RECENT ACTIONS'.

**WEBAPP:**

- Groups**: Add, Change
- Users**: Add, Change
- WEBAPP**:
  - Customers**: Add, Change
  - Performances**: Add, Change
  - Price groups**: Add, Change
  - Rows**: Add, Change
  - Season ticket holders**: Add, Change
  - Seasons**: Add, Change
  - Seats**: Add, Change
  - Sections**: Add, Change
  - Shows**: Add, Change
  - Theaters**: Add, Change
  - Tickets**: Add, Change

**RECENT ACTIONS:**

- Josh Waitzkin (Season ticket holder)
- Andy Towers (Season ticket holder)
- Josh Waitzkin (Season ticket holder)
- Spring 2019**: Season
  - Spring 2019: Season
- Josh Waitzkin (Season ticket holder)
- Josh Waitzkin (Season ticket holder)
- Fall 2018**: Season
  - Fall 2018: Season

## Adding a New Season Ticket Holder

Once inside the Season Ticket Holder page, select the **ADD NEW SEASON TICKET HOLDER+** button.

Theater Ticket Manager

WELCOME, ADMIN | VIEW SITE / CHANGE PASSWORD / LOG OUT

Home > Webapp > Season ticket holders

Select season ticket holder to change

Action: ----- Go 0 of 3 selected

CUSTOMER NAME	CUSTOMER ADDRESS	VALID	SEASONS
<input type="checkbox"/> Matthew Annerton	-	<input checked="" type="checkbox"/>	Fall 2018
<input type="checkbox"/> Andy Towers	123 Place Rd, Huntsville AL 35806	<input checked="" type="checkbox"/>	Fall 2018
<input type="checkbox"/> Shawn Matthias Edwards	A house, Huntsville, AL., 35806	<input checked="" type="checkbox"/>	Fall 2018

3 season ticket holders

Once on the **Add New Season Ticket Holder** page, select the green plus sign next to the customer list.

Theater Ticket Manager

WELCOME, ADMIN | VIEW SITE / CHANGE PASSWORD / LOG OUT

Home > Webapp > Season ticket holders > Josh Waitzkin

Change season ticket holder

Customer:

- Shawn Matthias Edwards
- Matthew Annerton
- Andy Towers
- ANDy Towers
- Josh Waitzkin**

Hold down "Control", or "Command" on a Mac, to select more than one.

Valid

Seasons:

- Fall 2018
- Spring 2019

Hold down "Control", or "Command" on a Mac, to select more than one.

Delete      Save and add another      Save and continue editing      **SAVE**

Making this selection will bring up a window prompting the input of the season ticket holder's personal information.

### Add customer

FirstName:	Josh
MiddleName:	
LastName:	Waitzkin
Address:	1727 Street Street
Email:	email@gmail.com
Phone:	2566837825

**SAVE**

Once all season ticket holder information has been entered, click **SAVE** to save.

Once season ticket holder information has been implemented, validate the season ticket holder by checking **Valid**.

Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home > Webapp > Season ticket holders > Josh Waitzkin

Change season ticket holder

HISTORY

Customer:  Shawn Matthias Edwards  
 Matthew Annerton  
 Andy Towers  
 ANDy Towers  
 Josh Waitzkin

Hold down "Control", or "Command" on a Mac, to select more than one.

Valid ←

Seasons:  Fall 2018  
 Spring 2019

Hold down "Control", or "Command" on a Mac, to select more than one.

**Delete** **Save and add another** **Save and continue editing** **SAVE**

After the season ticket holder has been validated, select the preferred **season**.

Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home > Webapp > Season ticket holders > Josh Waitzkin

Change season ticket holder

**Customer:**

- Shawn Matthias Edwards
- Matthew Annerton
- Andy Towers
- ANDy Towers
- Josh Waitzkin**

Hold down "Control", or "Command" on a Mac, to select more than one.

Valid

**Seasons:**

- Fall 2018
- Spring 2019**

Hold down "Control", or "Command" on a Mac, to select more than one.

**Delete** **Save and add another** **Save and continue editing** **SAVE**

Once the season has been selected, save the season ticket information by selecting **SAVE**.

Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home > Webapp > Season ticket holders > Josh Waitzkin

Change season ticket holder

**Customer:**

- Shawn Matthias Edwards
- Matthew Annerton
- Andy Towers
- ANDy Towers
- Josh Waitzkin**

Hold down "Control", or "Command" on a Mac, to select more than one.

Valid

**Seasons:**

- Fall 2018
- Spring 2019**

Hold down "Control", or "Command" on a Mac, to select more than one.

**Delete** **Save and add another** **Save and continue editing** **SAVE**

## Deleting Current Season Ticket Holders

From the **Season Ticket Holder** page, select the check box next to the season ticket holder to be deleted.

Action:	CUSTOMER NAME	CUSTOMER ADDRESS	VALID	SEASONS
<input checked="" type="checkbox"/>	Josh Waitzkin	1727 Street Street	✓	Spring 2019
<input type="checkbox"/>	Matthew Annerton	-	✓	Fall 2018
<input type="checkbox"/>	Andy Towers	123 Place Rd, Huntsville AL 35806	✓	Fall 2018
<input type="checkbox"/>	Shawn Matthias Edwards	A house, Huntsville, AL, 35806	✓	Fall 2018

Locate Dropdown menu next to Actions

Action: -----

Go 1 of 4 selected

Delete selected season ticket holders

CUSTOMER NAME	CUSTOMER ADDRESS	VALID	SEASONS
Josh Waitzkin	1727 Street Street	✓	Spring 2019
Matthew Annerton	-	✓	Fall 2018
Andy Towers	123 Place Rd, Huntsville AL 35806	✓	Fall 2018
Shawn Matthias Edwards	A house, Huntsville, AL, 35806	✓	Fall 2018

Click on dropdown menu and select “Delete selected season ticket holders”.

Select season ticket holder to change

Action: ✓ -----

Go 1 of 4 selected

Delete selected season ticket holders

CUSTOMER NAME	CUSTOMER ADDRESS
Josh Waitzkin	1727 Street Street

Once selected, click “Go”.

## Select season ticket holder to change

Action: **Delete selected season ticket holders** Go 1 of 4 selected

CUSTOMER NAME	CUSTOMER ADDRESS
<input type="checkbox"/>	1727 Street Street
<input checked="" type="checkbox"/> <b>Josh Waitzkin</b>	



A new page will appear asking for confirmation for this action. Select “**Yes, I’m sure**” to confirm deletion of Price Group or “**No, take me back**” to cancel deletion.

Are you sure?

Are you sure you want to delete the selected season ticket holder? All of the following objects and their related items will be deleted:

### Summary

- Season ticket holders: 1
- Seasonticketholder-customer relationships: 1
- Seasonticketholder-season relationships: 1

### Objects

- Season ticket holder: **Josh Waitzkin**
  - Seasonticketholder-customer relationship: SeasonTicketHolder\_customer object (35)
  - Seasonticketholder-season relationship: SeasonTicketHolder\_seasons object (37)

**Yes, I'm sure**

No, take me back

## Implementing Changes to Seasons

New seasons need to be created within the website before any show or performance information can be implemented. The Theater Manager is responsible for creating new season information. Season information can be deleted by the Theater Manager.

Locate the **Seasons** area of the database.

Theater Ticket Manager

Site administration

**AUTHENTICATION AND AUTHORIZATION**

- Groups + Add Change
- Users + Add Change

**WEBAPP**

- Customers + Add Change
- Performances + Add Change
- Price groups + Add Change
- Rows + Add Change
- Season ticket holders + Add Change
- Seasons** + Add Change
- Seats + Add Change
- Sections + Add Change
- Shows + Add Change
- Theaters + Add Change
- Tickets + Add Change

**Recent actions**

My actions

- ✓ Josh Waitzkin Season ticket holder
- ✓ Andy Towers Season ticket holder
- ✓ Josh Waitzkin Season ticket holder
- ✗ Spring 2019 Season
- ✗ Spring 2019 Season
- ✓ Josh Waitzkin Season ticket holder
- ✓ Josh Waitzkin Season ticket holder
- ✓ Josh Waitzkin Season ticket holder
- ✗ Fall 2018 Season

**WEBAPP**

- Customers + Add Change
- Performances + Add Change
- Price groups + Add Change
- Rows + Add Change
- Season ticket holders** + Add Change
- Seasons** + Add Change
- Seats + Add Change
- Sections + Add Change
- Shows + Add Change
- Theaters + Add Change
- Tickets + Add Change

## Adding a New Season

Once on the **Seasons** page, new seasons can be added to by clicking the **ADD SEASON +** button.

Theater Ticket Manager

Home > Webapp > Seasons

Select season to change

Action:	NAME	SHOWS
<input type="checkbox"/>	Spring 2019	MacBeth
<input type="checkbox"/>	Fall 2018	MacBeth, Hamlet, John Prine, Scotty McCreedy

2 seasons

**ADD SEASON +**

Once on the **Add Season** page enter the season **name** and **year**, then select the **shows** that will be offered in the season by selecting from the provided list of shows. Multiple shows may be added to a season at one time.

Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home > Webapp > Seasons > Add season

Add season

Name:	<input type="text" value="Spring 2019"/>	←
Shows:	<div style="border: 1px solid #ccc; padding: 5px; width: 150px;">         MacBeth          Hamlet  <b>John Prine</b>          Scotty McCready       </div> <td style="text-align: right;">+ ←</td>	+ ←
Hold down "Control", or "Command" on a Mac, to select more than one.		
<a href="#">Save and add another</a> <a href="#">Save and continue editing</a> <b>SAVE</b>		

Once season has been created, click **SAVE** to save.

## Deleting Previous Seasons

From the Seasons page, select the check box next to the season to be deleted.

Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home > Webapp > Seasons

Select season to change

Action: ----- Go 1 of 2 selected

<input type="checkbox"/> NAME	SHOWS
<input checked="" type="checkbox"/> Spring 2019	MacBeth
<input type="checkbox"/> Fall 2018	MacBeth, Hamlet, John Prine, Scotty McCready

2 seasons

**ADD SEASON +**

Locate the dropdown menu, located next to Actions

From the dropdown menu, select “**Delete Selected Seasons**”

## Select season to change

Action: **-----**  **Delete selected seasons** Go 1 of 2 selected

<input type="checkbox"/> NAME	SHOWS
<input checked="" type="checkbox"/> Spring 2019	MacBeth

Select “Go”.

## Select season to change

Action:	Delete selected seasons	Go	1 of 2 selected
	NAME	SHOWS	
<input type="checkbox"/>	Spring 2019	MacBeth	

A new page will appear asking for confirmation for this action. Select “Yes, I’m sure” to confirm deletion of Price Group or “No, take me back” to cancel deletion.

Are you sure?

Are you sure you want to delete the selected season? All of the following objects and their related items will be deleted:

### Summary

- Seasons: 1
- Season-show relationships: 1
- Seasonticketholder-season relationships: 1

### Objects

- Season: Spring 2019
  - Season-show relationship: Season\_shows object (36)
  - Seasonticketholder-season relationship: SeasonTicketHolder\_seasons object (37)

**Yes, I'm sure**

No, take me back

## Implementing Changes to Shows

For every new season, new shows need to be created within the Von Braun Center website. The theater manager is responsible for adding new shows for each season, as well as maintaining current show information and deleting shows at the conclusion of a season.

Locate the **Shows** area of the database.

The screenshot shows the 'Site administration' interface of the Theater Ticket Manager. On the left, there's a sidebar titled 'WEBAPP' containing links for Customers, Performances, Price groups, Rows, Season ticket holders, Seasons, Seats, Sections, Shows, Theaters, and Tickets. A red box highlights the 'Shows' link. On the right, a 'Recent actions' sidebar lists various user interactions, and below it is a list of entities with 'Add' and 'Change' buttons. A red box highlights the 'Shows' entity in this list. A red arrow points from the 'Shows' link in the sidebar to the 'Shows' entity in the recent actions list.

Entity	Action	Add	Change
Customers	Josh Waitzkin Season ticket holder	+ Add	Change
Performances	Andy Towers Season ticket holder	+ Add	Change
Price groups	Josh Waitzkin Season ticket holder	+ Add	Change
Rows	Spring 2019 Season	+ Add	Change
Season ticket holders	Josh Waitzkin Season ticket holder	+ Add	Change
Seasons	Josh Waitzkin Season ticket holder	+ Add	Change
Seats	Josh Waitzkin Season ticket holder	+ Add	Change
Sections	Josh Waitzkin Season ticket holder	+ Add	Change
Shows	Spring 2019 Season	+ Add	Change
Theaters	Fall 2018 Season	+ Add	Change
Tickets		+ Add	Change

## Adding a New Show

From the **Shows** page, select **ADD SHOW+** button in the top right corner.

The screenshot shows the 'Shows' page of the Theater Ticket Manager. At the top, it says 'Home > Webapp > Shows'. On the right, there's a button labeled 'ADD SHOW +' with a red circle around it. Below the button is a table listing four shows. Each show has a checkbox, a name, genre, runtime, summary, image, performances, season, and group information. The table is titled 'Select show to change'.

Action:	Name	Genre	Runtime	Summary	IMG	Performances	Season	Group
<input type="checkbox"/>	Scotty McCreedy	Drama	3hrs. 1 min.	You want to waste your time with this one?	img/scottyMcCreedy.png	2018-11-18 18:00; [<Theater: Concert Hall>], 2018-11-20 12:00; [<Theater: Playhouse Theater>], 2018-11-18 03:39; [<Theater: Concert Hall>], 2018-11-28 19:00; [<Theater: Concert Hall>], 2018-11-21 19:00; [<Theater: Concert Hall>]	Fall 2018	HVTG Volunteers, VBC Volunteers
<input type="checkbox"/>	John Prine	Tragedy	4hrs. 1 min.	Please waste your time with this one!	img/johnPrine.png	2018-11-15 02:22; [<Theater: Playhouse Theater>], 2018-11-17 23:51; [<Theater: Concert Hall>], 2018-11-21 19:00; [<Theater: Playhouse Theater>], 2018-11-28 19:00; [<Theater: Concert Hall>]	Fall 2018	VBC Volunteers, Fantasy Playhouse Volunteers
<input type="checkbox"/>	Hamlet	Shakespeare	3hrs, 22 min.	Lots of people get upset and die	hamlet.png	2018-11-21 19:00; [<Theater: Playhouse Theater>]	Fall 2018	VBC Volunteers, Fantasy Playhouse Volunteers
<input type="checkbox"/>	MacBeth	Fiction	4 hrs.	A Show about something.	test.png	2018-11-15 02:22; [<Theater: Playhouse Theater>]	Fall 2018, Spring 2019	HVTG Volunteers, VBC Volunteers

4 shows

Once on the **Add New Show** page, create a new show by entering all relevant show details into the prompt boxes.

Name: Cinderella

Img: bolshoi.png

Runtime: 2 hrs. 10 min

Genre: Romance

Summary: A ballet composed by Sergei Prokofiev to a s...

Group:

- Fantasy Playhouse Admin
- Fantasy Playhouse Volunteers
- HVTG Volunteers
- Site Admin
- Theater Admin
- VBC Volunteers

Performances:

- 2018-11-15 02:22; [<Theater: Playhouse Theater>]
- 2018-11-17 23:51; [<Theater: Concert Hall>]
- 2018-11-19 01:00; [<Theater: Playhouse Theater>]
- 2018-11-20 12:00; [<Theater: Playhouse Theater>]
- 2018-11-18 03:39; [<Theater: Concert Hall>]
- 2018-11-21 19:00; [<Theater: Playhouse Theater>]
- 2018-11-28 19:00; [<Theater: Concert Hall>]
- 2018-11-21 19:00; [<Theater: Concert Hall>]

Hold down "Control", or "Command" on a Mac, to select more than one.

Save and add another | Save and continue edit | **SAVE**

Once all show information has been entered, select **SAVE** to save the new show in the website.

## Editing Current Shows

From the **Shows** page, select the show to be edited by clicking on its' name.

Select show to change

Action:	NAME	GENRE	RUNTIME	SUMMARY	IMG	PERFORMANCES	SEASON	GROUP
<input type="checkbox"/>	Scotty McCready	Drama	3hrs. 1 min.	Do you want to waste your time with this one?	img/scottyMcCreedy.png	2018-11-18 18:00; [<Theater: Concert Hall>], 2018-11-20 12:00; [<Theater: Playhouse Theater>], 2018-11-18 03:39; [<Theater: Concert Hall>], 2018-11-28 19:00; [<Theater: Concert Hall>], 2018-11-21 19:00; [<Theater: Concert Hall>]	Fall 2018	HVTG Volunteers, VBC Volunteers
<input type="checkbox"/>	John Prine	Tragedy	4hrs. 1 min.	Please waste your time with this one!	img/johnPrine.png	2018-11-15 02:22; [<Theater: Playhouse Theater>], 2018-11-17 23:51; [<Theater: Concert Hall>], 2018-11-21 19:00; [<Theater: Playhouse Theater>], 2018-11-28 19:00; [<Theater: Concert Hall>]	Fall 2018	VBC Volunteers, Fantasy Playhouse Volunteers
<input type="checkbox"/>	Hamlet	Shakespeare	3hrs, 22 min.	Lots of people get upset and die	hamlet.png	2018-11-21 19:00; [<Theater: Playhouse Theater>]	Fall 2018	VBC Volunteers, Fantasy Playhouse Volunteers
<input type="checkbox"/>	MacBeth	Fiction	4 hrs.	A Show about something.	test.png	2018-11-15 02:22; [<Theater: Playhouse Theater>]	Fall 2018, Spring 2019	HVTG Volunteers, VBC Volunteers

4 shows

Once on the **Change Show** page, show information can be edited. The Theater Manager can change general **show information**, as well as **groups** and **location**.

The screenshot shows the 'Change show' page for 'Scotty McCreedy'. The page has a header 'Theater Ticket Manager' with a 'WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT' link. Below the header, the navigation path is 'Home > Webapp > Shows > Scotty McCreedy'. On the right, there is a 'HISTORY' button.

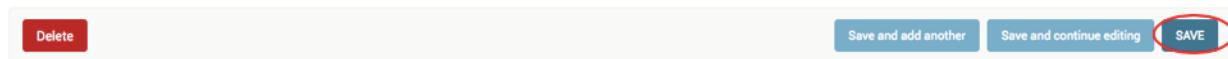
The main form fields are:

- Name:** Scotty McCreedy
- Img:** img/scottyMcCreedy.png
- Runtime:** 3hrs. 1 min.
- Genre:** Drama
- Summary:** Do you want to waste your time with this one?

**Group:** A dropdown menu showing several groups, with 'HVTG Volunteers' selected. A green '+' sign is next to it, indicating the ability to select multiple groups.

**Performances:** A list of three performances: 2018-11-15 02:22; [<Theater: Playhouse Theater>], 2018-11-17 23:51; [<Theater: Concert Hall>], and 2018-11-18 18:00; [<Theater: Concert Hall>].

Once all necessary changes have been implemented, save the information by clicking **Save**.



## Deleting Existing Shows

From the **Shows** page, check the box next to the show to be deleted.

The screenshot shows the 'Shows' page. The header includes 'Theater Ticket Manager' and 'WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT'. The navigation path is 'Home > Webapp > Shows'.

At the top, there is a 'Select show to change' section with an 'Action:' dropdown set to '-----' and a 'Go' button. Below it, a table lists four shows:

Action	NAME	GENRE	RUNTIME	SUMMARY	IMG	PERFORMANCES	SEASON	GROUP
<input checked="" type="checkbox"/>	Scotty McCreedy	Drama	3hrs. 1 min.	Do you want to waste your time with this one?	img/scottyMcCreedy.png	2018-11-18 18:00; [<Theater: Concert Hall>], 2018-11-20 12:00; [<Theater: Playhouse Theater>], 2018-11-18 03:39; [<Theater: Concert Hall>], 2018-11-28 19:00; [<Theater: Concert Hall>], 2018-11-21 19:00; [<Theater: Concert Hall>]	Fall 2018	HVTG Volunteers, VBC Volunteers
<input type="checkbox"/>	John Prine	Tragedy	4hrs. 1 min.	Please waste your time with this one!	img/johnPrine.png	2018-11-15 02:22; [<Theater: Playhouse Theater>], 2018-11-17 23:51; [<Theater: Concert Hall>], 2018-11-21 19:00; [<Theater: Playhouse Theater>], 2018-11-28 19:00; [<Theater: Concert Hall>]	Fall 2018	VBC Volunteers, Fantasy Playhouse Volunteers
<input type="checkbox"/>	Hamlet	Shakespeare	3hrs, 22 min.	Lots of people get upset and die	hamlet.png	2018-11-21 19:00; [<Theater: Playhouse Theater>]	Fall 2018	VBC Volunteers, Fantasy Playhouse Volunteers
<input type="checkbox"/>	MacBeth	Fiction	4 hrs.	A Show about something.	test.png	2018-11-15 02:22; [<Theater: Playhouse Theater>]	Fall 2018, Spring 2019	HVTG Volunteers, VBC Volunteers

Below the table, it says '4 shows'.

Locate the **dropdown** menu next to Actions.

Theater Ticket Manager

Home • Webapp • Seasons

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Select season to change

Action: ----- Go 0 of 2 selected

NAME	SHOWS
Spring 2019	MacBeth
Fall 2018	MacBeth, Hamlet, John Prince, Scotty McCreedy

2 seasons

ADD SEASON +

Click on dropdown menu and select “Delete selected shows”.

## Select show to change

Action: ✓ Delete selected shows Go 1 of 4 selected

<input type="checkbox"/>	NAME	GENRE	RUNTIME	SUMMARY	IMG
<input checked="" type="checkbox"/>	Scotty McCreedy	Drama	3hrs. 1 min.	Do you want to waste your time with this one?	img/scottyMcCreedy.png

Once selected, click “Go”.

## Select show to change

Action: Delete selected shows Go 1 of 4 selected

<input type="checkbox"/>	NAME	GENRE	RUNTIME	SUMMARY	IMG
<input checked="" type="checkbox"/>	Scotty McCreedy	Drama	3hrs. 1 min.	Do you want to waste your time with this one?	img/scottyMcCreedy.png

A new page will appear asking for confirmation for this action. Select “**Yes, I’m sure**” to confirm deletion of Price Group or “**No, take me back**” to cancel deletion.

Are you sure?

Are you sure you want to delete the selected show? All of the following objects and their related items will be deleted:

### Summary

- Shows: 1
  - Show-group relationships: 2
  - Show-performance relationships: 5
  - Season-show relationships: 1
  - Ticket-show relationships: 53
- Ticket-show relationship: Ticket\_show object (59)
  - Ticket-show relationship: Ticket\_show object (60)
  - Ticket-show relationship: Ticket\_show object (61)
  - Ticket-show relationship: Ticket\_show object (70)
  - Ticket-show relationship: Ticket\_show object (71)
  - Ticket-show relationship: Ticket\_show object (72)
  - Ticket-show relationship: Ticket\_show object (73)
  - Ticket-show relationship: Ticket\_show object (74)
  - Ticket-show relationship: Ticket\_show object (75)
  - Ticket-show relationship: Ticket\_show object (76)
  - Ticket-show relationship: Ticket\_show object (77)

[Yes, I'm sure](#)

[No, take me back](#)

## Implementing Changes to Tickets

Theater tickets can be created manually by the Theater Manager. Creating a ticket manually requires customer information already saved in the website. This could be saved from previous purchases or from being saved manually by the Theater Manager. The Theater Manager can also edit tickets, exchange tickets, and delete tickets.

Locate the **Tickets** area of the database.

Theater Ticket Manager

Site administration

WELCOME ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

**WEBAPP**

Groups	<a href="#">+ Add</a>	<a href="#">Change</a>
Users	<a href="#">+ Add</a>	<a href="#">Change</a>
Customers	<a href="#">+ Add</a>	<a href="#">Change</a>
Performances	<a href="#">+ Add</a>	<a href="#">Change</a>
Price groups	<a href="#">+ Add</a>	<a href="#">Change</a>
Rows	<a href="#">+ Add</a>	<a href="#">Change</a>
Season ticket holders	<a href="#">+ Add</a>	<a href="#">Change</a>
Seasons	<a href="#">+ Add</a>	<a href="#">Change</a>
Seats	<a href="#">+ Add</a>	<a href="#">Change</a>
Sections	<a href="#">+ Add</a>	<a href="#">Change</a>
Shows	<a href="#">+ Add</a>	<a href="#">Change</a>
Theaters	<a href="#">+ Add</a>	<a href="#">Change</a>
<b>Tickets</b>	<a href="#">+ Add</a>	<a href="#">Change</a>

**Recent actions**

My actions

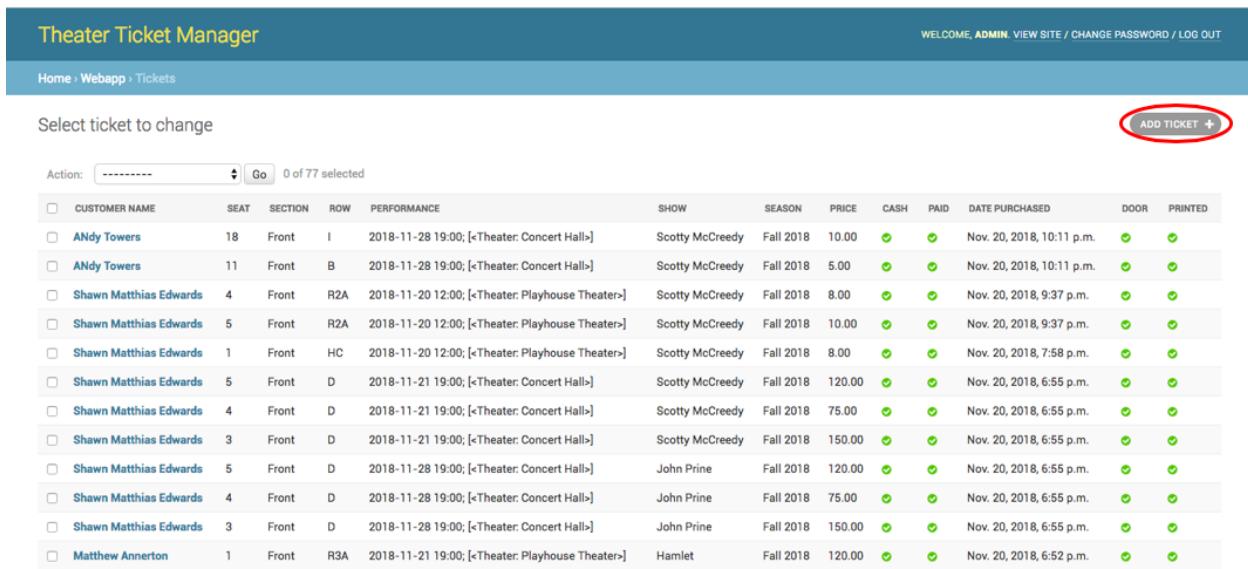
- ✓ Josh Waitzkin  
Season ticket holder
- ✓ Andy Towers  
Season ticket holder
- ✓ Josh Waitzkin  
Season ticket holder
- ✗ Spring 2019  
Season
- ✚ Spring 2019  
Season
- ✓ Josh Waitzkin  
Season ticket holder
- ✓ Josh Waitzkin  
Season ticket holder
- ✓ Josh Waitzkin  
Season ticket holder
- ✚ Spring 2019  
Season
- ✗ Fall 2018  
Season

**WEBAPP**

Customers	<a href="#">+ Add</a>	<a href="#">Change</a>
Performances	<a href="#">+ Add</a>	<a href="#">Change</a>
Price groups	<a href="#">+ Add</a>	<a href="#">Change</a>
Rows	<a href="#">+ Add</a>	<a href="#">Change</a>
Season ticket holders	<a href="#">+ Add</a>	<a href="#">Change</a>
Seasons	<a href="#">+ Add</a>	<a href="#">Change</a>
Seats	<a href="#">+ Add</a>	<a href="#">Change</a>
Sections	<a href="#">+ Add</a>	<a href="#">Change</a>
Shows	<a href="#">+ Add</a>	<a href="#">Change</a>
Theaters	<a href="#">+ Add</a>	<a href="#">Change</a>
<b>Tickets</b>	<a href="#">+ Add</a>	<a href="#">Change</a>

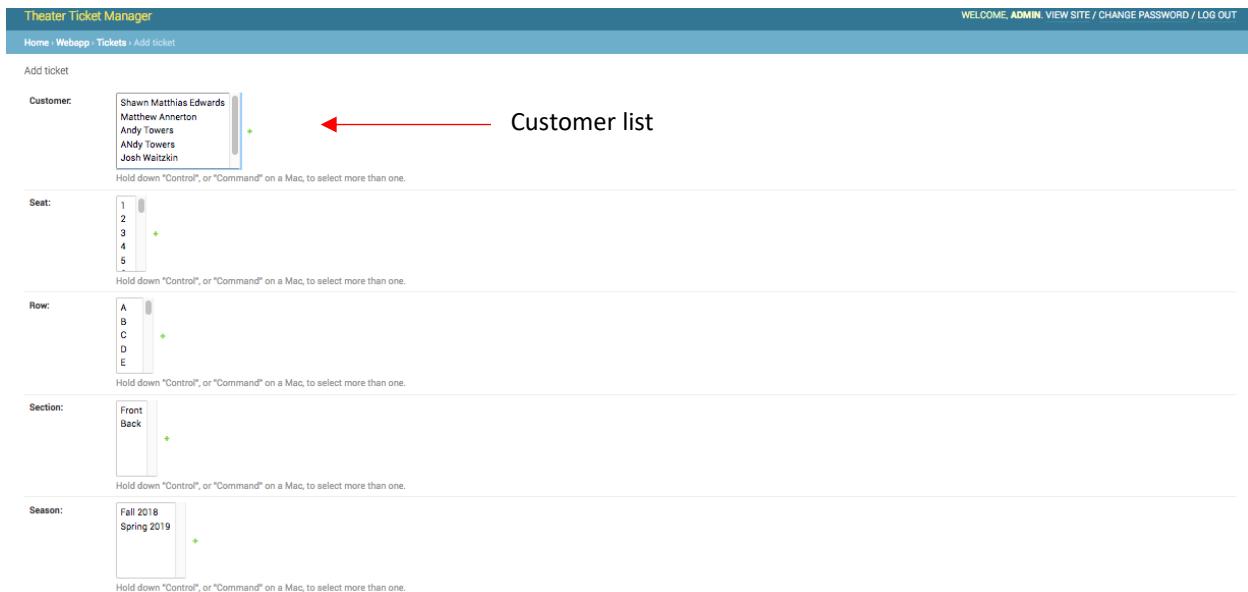
## Creating a New Ticket

From the **Tickets** page, select **ADD TICKET+** button, located in top right corner.



Theater Ticket Manager												WELCOME, ADMIN   VIEW SITE / CHANGE PASSWORD / LOG OUT					
Home > Webapp > Tickets																	
Select ticket to change																	
Action:	-----	Go	0 of 77 selected														
<input type="checkbox"/>	CUSTOMER NAME	SEAT	SECTION	ROW	PERFORMANCE	SHOW	SEASON	PRICE	CASH	PAID	DATE PURCHASED	DOOR	PRINTED				
<input type="checkbox"/>	ANdy Towers	18	Front	I	2018-11-28 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	ANdy Towers	11	Front	B	2018-11-28 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	5.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	Shawn Matthias Edwards	4	Front	R2A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	Shawn Matthias Edwards	5	Front	R2A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	Shawn Matthias Edwards	1	Front	HC	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 7:58 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	Shawn Matthias Edwards	5	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	Shawn Matthias Edwards	4	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	Shawn Matthias Edwards	3	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	Shawn Matthias Edwards	5	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	Shawn Matthias Edwards	4	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	Shawn Matthias Edwards	3	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	Matthew Annerton	1	Front	R3A	2018-11-21 19:00; [<Theater: Playhouse Theater>]	Hamlet	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:52 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				

Once on the **Add Ticket** page, a ticket can be created by first selecting a customer from the customer list.



Theater Ticket Manager

Home > Webapp > Tickets > Add ticket

Add ticket

Customer:

Seat:

Row:

Section:

Season:

Customer list

After the customer has been selected, a ticket can be created by selecting a specific **seat**, **row**, and **section**, as well as selecting the **show**, **performance**, and **payment** information.

Show:

Macbeth
Hamlet
John Prince
Scotty McCreedy

Performance:

2018-11-15 02:22: [«Theater: Playhouse Theater»]
2018-11-17 23:51: [«Theater: Concert Hall»]
2018-11-18 18:00: [«Theater: Concert Hall»]
2018-11-19 12:00: [«Theater: Playhouse Theater»]
2018-11-19 03:39: [«Theater: Concert Hall»]

Paid

Date Purchased: Date: 2018-11-28 Today | [Today](#)  
Time: 18:00:00 Now | [Now](#)

Note: You are 6 hours behind server time.

Door

Printed

Cash

Price:

[Save and add another](#) [Save and continue edit](#) **SAVE**

Once all ticket information has been filled out, select **SAVE** to save ticket.

## Editing an Existing Ticket

From the **Tickets** page, select the **ticket** to be edited by clicking on the Customer name.

Theater Ticket Manager												WELCOME, ADMIN. <a href="#">VIEW SITE</a> / <a href="#">CHANGE PASSWORD</a> / <a href="#">LOG OUT</a>	
Home > Webapp > Tickets												<a href="#">ADD TICKET</a> +	
Select ticket to change													
Action:	-----	Go	0 of 77 selected										
<input type="checkbox"/>	CUSTOMER NAME	SEAT	SECTION	ROW	PERFORMANCE	SHOW	SEASON	PRICE	CASH	PAID	DATE PURCHASED	DOOR	PRINTED
<input type="checkbox"/>	ANdy Towers	18	Front	I	2018-11-28 19:00: [«Theater: Concert Hall»]	Scotty McCreedy	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	ANdy Towers	11	Front	B	2018-11-28 19:00: [«Theater: Concert Hall»]	Scotty McCreedy	Fall 2018	5.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Shawn Matthias Edwards	4	Front	R2A	2018-11-20 12:00: [«Theater: Playhouse Theater»]	Scotty McCreedy	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Shawn Matthias Edwards	5	Front	R2A	2018-11-20 12:00: [«Theater: Playhouse Theater»]	Scotty McCreedy	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Shawn Matthias Edwards	1	Front	HC	2018-11-20 12:00: [«Theater: Playhouse Theater»]	Scotty McCreedy	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 7:58 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Shawn Matthias Edwards	5	Front	D	2018-11-21 19:00: [«Theater: Concert Hall»]	Scotty McCreedy	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Shawn Matthias Edwards	4	Front	D	2018-11-21 19:00: [«Theater: Concert Hall»]	Scotty McCreedy	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Once on the **Change Ticket** page, all changes to tickets can be implemented. The Theater Manager can make edits to **seating information**,

Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home · Webapp · Tickets (2018-11-28 19:00:00+00:00, Scotty McCready, Fall 2018, Andy Towers)

Change ticket HISTORY

**Customer:**  Shawn Matthias Edwards  
 Matthew Annerston  
 Andy Towers  
 Joah Waltzkin

**Seat:**  11  
 12  
 13  
 14  
 15  
 16  
 17  
 18

**Row:**  B  
 C  
 D  
 E  
 F  
 G  
 H  
 I

**Section:**  Front  
 Back

Hold down "Control", or "Command" on a Mac, to select more than one.

Once a ticket has been edited, select “**SAVE**” to save.

## Deleting an Existing Ticket

From the **Tickets** page, select the **check box** next to the ticket to be deleted.

Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home · Webapp · Tickets

Add TICKET +

Select ticket to change

Action:   1 of 77 selected

CUSTOMER NAME	SEAT	SECTION	ROW	PERFORMANCE	SHOW	SEASON	PRICE	CASH	PMD	DATE PURCHASED	DOOR	PRINTED
<input checked="" type="checkbox"/> Andy Towers	18	Front	I	2018-11-28 19:00; [Theater: Concert Hall]	Scotty McCready	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Andy Towers	11	Front	B	2018-11-28 19:00; [Theater: Concert Hall]	Scotty McCready	Fall 2018	5.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	R2A	2018-11-20 12:00; [Theater: Playhouse Theater]	Scotty McCready	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	R2A	2018-11-20 12:00; [Theater: Playhouse Theater]	Scotty McCready	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	1	Front	HC	2018-11-20 12:00; [Theater: Playhouse Theater]	Scotty McCready	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 7:58 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	D	2018-11-21 19:00; [Theater: Concert Hall]	Scotty McCready	Fall 2018	12.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	D	2018-11-21 19:00; [Theater: Concert Hall]	Scotty McCready	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	3	Front	D	2018-11-21 19:00; [Theater: Concert Hall]	Scotty McCready	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	D	2018-11-28 19:00; [Theater: Concert Hall]	John Prince	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	D	2018-11-28 19:00; [Theater: Concert Hall]	John Prince	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	3	Front	D	2018-11-28 19:00; [Theater: Concert Hall]	John Prince	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Matthew Annerston	1	Front	R3A	2018-11-21 19:00; [Theater: Playhouse Theater]	Hamlet	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:52 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Matthew Annerston	5	Front	R3A	2018-11-21 19:00; [Theater: Playhouse Theater]	Hamlet	Fall 2018	135.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:52 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Matthew Annerston	4	Front	R3A	2018-11-21 19:00; [Theater: Playhouse Theater]	Hamlet	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:52 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Matthew Annerston	2	Front	R3A	2018-11-21 19:00; [Theater: Playhouse Theater]	John Prince	Fall 2018	9.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:50 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Matthew Annerston	3	Front	R3A	2018-11-21 19:00; [Theater: Playhouse Theater]	John Prince	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:50 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	3	Front	R3A	2018-11-20 12:00; [Theater: Playhouse Theater]	Scotty McCready	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 4:10 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	2	Front	R3A	2018-11-20 12:00; [Theater: Playhouse Theater]	Scotty McCready	Fall 2018	5.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 4:10 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	2	Front	D	2018-11-21 19:00; [Theater: Concert Hall]	Scotty McCready	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 3:45 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	1	Front	D	2018-11-21 19:00; [Theater: Concert Hall]	Scotty McCready	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 3:45 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Locate the **dropdown menu** next to Actions.

Theater Ticket Manager

WELCOME, ADMIN. VIEW SITE / CHANGE PASSWORD / LOG OUT

Home · Webapp · Tickets

Select ticket to change

Action: ----- Go 1 of 77 selected

CUSTOMER NAME	SEAT	SECTION	ROW	PERFORMANCE	SHOW	SEASON	PRICE	CASH	PAID	DATE PURCHASED	DOOR	PRINTED
<input checked="" type="checkbox"/> ANdy Towers	18	Front	I	2018-11-28 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> ANdy Towers	11	Front	B	2018-11-28 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	5.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 10:11 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	R2A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	R2A	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	10.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 9:37 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	1	Front	HC	2018-11-20 12:00; [<Theater: Playhouse Theater>]	Scotty McCreedy	Fall 2018	8.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 7:58 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	3	Front	D	2018-11-21 19:00; [<Theater: Concert Hall>]	Scotty McCreedy	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	5	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	120.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	4	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	75.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Shawn Matthias Edwards	3	Front	D	2018-11-28 19:00; [<Theater: Concert Hall>]	John Prine	Fall 2018	150.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nov. 20, 2018, 6:55 p.m.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Click on dropdown menu and select “Delete selected tickets”.

Select ticket to change

Action:  Delete selected tickets Go 1 of 77 selected

CUSTOMER NAME	SEAT	SECTION	ROW	PERFORMANCE
<input checked="" type="checkbox"/> ANdy Towers	18	Front	I	2018-11-28 19:00; [<Theater: Concert Hall>]

Once selected, click “Go”.

Select ticket to change

Action:  Delete selected tickets Go 1 of 77 selected

CUSTOMER NAME	SEAT	SECTION	ROW	PERFORMANCE
<input checked="" type="checkbox"/> ANdy Towers	18	Front	I	2018-11-28 19:00; [<Theater: Concert Hall>]

A new page will appear asking for confirmation for this action. Select “Yes, I’m sure” to confirm deletion of Price Group or “No, take me back” to cancel deletion.

Are you sure?

Are you sure you want to delete the selected ticket? All of the following objects and their related items will be deleted:

### Summary

- Tickets: 1
- Ticket-customer relationships: 1
- Ticket-seat relationships: 1
- Ticket-row relationships: 1
- Ticket-section relationships: 1
- Ticket-season relationships: 1
- Ticket-show relationships: 1
- Ticket-performance relationships: 1

### Objects

- Ticket: (2018-11-28 19:00:00+00:00, Scotty McCready, Fall 2018, ANDY Towers)
  - Ticket-customer relationship: Ticket\_customer object (77)
  - Ticket-seat relationship: Ticket\_seat object (77)
  - Ticket-row relationship: Ticket\_row object (77)
  - Ticket-section relationship: Ticket\_section object (77)
  - Ticket-season relationship: Ticket\_season object (77)
  - Ticket-show relationship: Ticket\_show object (77)
  - Ticket-performance relationship: Ticket\_performance object (75)

[Yes, I'm sure](#)

[No, take me back](#)

# Site Administrator

Site Administrator access is similar to the roles of the Box Office Volunteer and Theater Manager. The Administrator is also responsible for maintaining site information.

## Import / Export

In order to move and share existing data with other servers, the Administrator has the ability to import and export website data.

### Import

To import a data set, run the command below in a terminal. Ensure that Python 3 is installed, and you are in the directory where the website code is stored:

```
python3 manage.py loaddata data_set.json
```

### Export

To export the current database, run the command below in a terminal. Ensure that Python 3 is installed, and you are in the directory where the website code is stored:

```
python3 manage.py dumpdata --exclude=contenttypes --exclude=auth.Permission > data_set.json
```

This should produce a JSON file that contains the dataset of the website. This file may be used to import the dataset into another instance of the Theater Ticket Manager website.