**Pro-P: LoopIT Presentation Agenda:**

1. Introduction: (Bilal)

1. What is the product: IT platform for music event management
2. Why does an organization need it: it helps in the smooth management of the event processes such as registration of customers, ticketing, payments for services etc.

2. Before the event: (Bilal)

1. Information: clients can get information about the specifics of the event, also dissemination of information about the event serves as an advert for the event
2. Client registration: The website is the central registering point for the customers, the website streamlines and standardizes the registration process for swift registration and payment of tickets and camp bookings for the customers
3. ***Show website Demo!!!*** *: 1) Client registration 2) Camp registration (Thanh)*

3. During the event:

1. *Customer entrance and check in process:* (Thanh) E-mail received by the customer has unique event Id which serves as the e-ticket for the client. Once the client presents her e-mail with her unique Id at the entrance desk she is issued an RFID which is associated with her specific event Id. This association remains until the client leaves the event premises. Benefit of this system is that the organization saves money on distribution of RFID's to their clients. With this system any RFID can be coupled and decoupled to any client event Id.
2. *Check-in at camping area: (Thanh)*If the client has made a reservation for himself and or his friends, his friends or himself can come to the camping site individually and be able to check-in as they please. The benefit here is that even though one person is responsible for the camping reservation the others will be notified of the reservation via email and can go to the camping site individually.
3. *Update payment from PayPal (Michel):* In the case file for the project it is assumed that PayPal will provide once in a while text files that log all the transactions of our clients with their unique event Id numbers. These text log files will be used to update the account balances of the customers. Once these balances have been updated the customers have digital disposable account balances which they can spend at the event.
4. *Shops (Thanh):* The shops sub-application is a sales point tool for the organizers to sell food items at the event. The benefits of this tool are that it streamlines and makes the sale of food items cash-free. Customers can make purchases at various food/drink selling points via their RFID tags given that they have sufficient balance. This system offers an easy to use graphic interface that for example allows quick service to clients through features like buttons for common food items etc.
5. *Loan Materials + Return Materials? (Roman):*The loan materials sub-application works in a similar manner to the shop application. Here the customers can borrow materials for a fee that is paid upfront. The return date is also registered when the customer borrows the item and must notify when she expects to return the item. Thus the return date may be different for each item. The reason we decided upon upfront payment is because it lowers the risk of the organizer of payment for his service.
6. *Event Exit (Roman):*The event exit sub-application checks for outstanding loan materials and if any balance amount needs to be returned to the customer when he chooses to leave. When a customer comes to the exit desk her RFID scanned and all of her account information is presented including outstanding balances and loan materials. The RFID is then deactivated which decouples the RFID from that customer. That RFID is put in the unassociated RFID bucket and can be re-used for other entering customers.
7. *Event Status Report (Michel):*The event status report gives important info statistics regarding the event. Also it provides a status report for food sales in terms of quantity. Finally the detailed user's report gives an overview about the individual spending of each customer's spending patterns and their outstanding loans for materials.