**ASA Membership Management System**

1. Website Registration
   1. Users can register on the website
2. Registration – Dashboard
   1. Users must verify email accounts
      1. Requires emailing functionality
   2. Registration Process (Form Wizard Steps)
      1. Step 1
         1. First name
         2. Last name
         3. Phone number
         4. Email address
         5. Are you a first-time voter?

STATUS = INCOMPLETE, RECORD SAVED

* + 1. Step 2
       1. Select your voting station
          1. Auto suggest:

Mtititi High   
Limpopo, Giyani, Malamulele, Ward 33

* + - * 1. Show an option to add your own station if it’s not a
      1. Street address
      2. House number
      3. Town
      4. City
      5. Postal code

STATUS = LEAD, RECORD UPDATED

* + 1. Step 3
       1. Password
       2. Where did you hear about us?
       3. Referral code
       4. Confirm information

STATUS = RECRUIT, USER GETS EMAIL TO VALIDATE AND RECORD UPDATED

* + 1. I have a problem with where the email validation notification is sent. TBD
    2. Three options, mailing list

1. Authentication
   1. Public pages
      1. Registration
      2. Login
      3. Logout
   2. Login
      1. Use email and password fields for authentication
      2. Active accounts only (accounts be suspended)
      3. Different roles
      4. Password reminder functionality
         1. Email/SMS functionality?
      5. On the 5th attempt to login, user is warned that if they fail, they will be locked out of the system and offered a suggestion to reset password instead.
      6. Login As (Impersonate Functionality) Super Saiyan Only
2. Dashboard
   1. Based on the role, successful authentication logs user to dashboard customized for the role.
   2. Statistics
      1. Leads by provinces and municipality (charts)
      2. Top performers from the referral system
      3. Latest referrals
      4. Latest recruits
      5. Latest volunteers
      6. Latest members
      7. Latest application activity e.g. recent logins, failed attempts, etc.
   3. Offer user an option to become a member, to complete their profile with a percentage bar showing how much they still have to do till the profile is complete.
   4. Notification on the dashboard and an email every time a lead joins through your referral code.
3. Logs
   1. Login
   2. Logout
   3. Forgot password – this will be a link to a reset password page
   4. Incorrect login attempts
4. Roles
   1. Ability to add, edit and delete roles Super Saiyan and Admin
5. Permissions
   1. Ability to add, edit and delete role permissions Super Saiyan Only
6. People
   1. View index of people (depending on logged in role type)
   2. Index by role type (menu items displayed only according to roles permissions/authorization levels)
   3. View and edit individual user profile (role-based limits)
   4. Export data
      1. PDF (possibly include charts)
      2. Excel/CSV

**Phase Two – Considerations**

1. Idle timer when user is inactive and ultimately lock screen
   1. Show role, membership status/number and badge
   2. Session and cookie (remember me) based authentication