

Not every event will be visible to every user. We will manually determine the guest list for each event via a database query of their survey responses and personal info. The results of the query will be moved into a separate table (this will be handled by the admin) — we will give the table a name. When we go to create an event, we not only need to be able to add event details (like date, time, ticket price), but also need to select the table of users that should see the event. (This is ALL handled by ADMIN).

DONE - As an event admin, I want to be able to customize the event page with specific event details, so that it reflects the theme and purpose of my event.

- Acceptance Criteria:
 - I can upload event-specific images
 - I can edit the event description, including text, videos, and links.

HIGHEST PRIORITY - As an event admin, I want to be able to select an audience for the event, so that I can tailor the event experience to a specific group.

- Acceptance Criteria:
 - I can filter and select event audience based on available audience list in our data warehouse
 - I can view and select from available criteria to define the audience for my event.
 - I can track which audiences were invited to the event.

HIGH PRIORITY - As an event admin, I want to set a capacity limit for my event, so that I can ensure the event doesn't exceed the maximum number of attendees.

- Acceptance Criteria:
 - I can define a total capacity limit for the event.
 - I can set specific capacity limits by demographic factors (e.g., gender-based limits such as 50/50 men and women).
 - The platform automatically enforces these limits when people RSVP or register.

As an event organizer, I want to add a co-host to my event who can view the guest list and check people in, so that they can assist with event management.

- Acceptance Criteria:
 - I can assign a co-host to the event with limited administrative access.
 - The co-host can view the guest list but cannot modify event details or settings.
 - The co-host can check attendees in when they arrive at the event.

HIGH PRIORITY - As an event organizer, I want a check-in function for the event, so that I can keep track of who attends and ensure smooth entry.

- Acceptance Criteria:

- A check-in feature is available at the event.
- I can mark attendees as checked in either manually or via a barcode/QR code scan.
- A real-time attendee list is updated with check-in status.
- I can track and report the total number of people who have checked in during the event.

As an event admin, I want to manage and track ticket sales, so that I can monitor the performance and availability of tickets for my events.

- Acceptance Criteria:
 - I can view an event-specific dashboard showing total tickets sold and remaining capacity.
 - I can track sales for each ticket type.
 - I can export ticket sale data for analysis or reporting purposes.

HIGH PRIORITY - As an event admin, I want to offer discount codes or promotions for my event, so that I can incentivize early sign-ups or attract more attendees.

- Acceptance Criteria:
 - I can create and apply discount codes to tickets (e.g., percentages off, fixed amount off).
 - I can set expiration dates and usage limits for discount codes.
 - I can track which attendees used a discount code.

As an event admin, I want to collect attendee information during registration beyond their profile information (e.g., dietary restrictions), so that I can better prepare for the event.

- Acceptance Criteria:
 - I can add custom fields to the registration form to collect specific attendee information (e.g., dietary preferences).
 - The form is dynamic, and certain fields can appear based on user responses.
 - I can view and export collected attendee information.

As an event admin, I want to set up a waiting list for sold-out events, so that I can manage additional demand if space becomes available.

- Acceptance Criteria:
 - Attendees are automatically added to a waiting list when tickets sell out.
 - I can view and manage the waiting list, prioritizing or notifying people as tickets become available.
 - I can send notifications to waiting list attendees if new tickets are released.

HIGH PRIORITY - As an event admin, I want to integrate my event with payment processing systems (Stripe), so that I can securely collect payments for ticket sales.

- Acceptance Criteria:
 - I can link the event to a payment gateway (e.g., Stripe, PayPal).
 - Payment processing is secure, and I can track transactions in real-time.
 - I can set up refunds or partial refunds for ticket purchasers.

As an event admin, I want to provide an option for attendees to provide feedback after the event, so that I can gather insights for future events.

- Acceptance Criteria:
 - After the event, attendees are prompted to complete a feedback form.
 - The feedback form can be customized with specific questions.
 - I can view and export the feedback collected from attendees.

As an event admin, I want to set up different ticket types for my event (e.g., general admission, VIP), so that I can offer different pricing tiers and access levels.

- Acceptance Criteria:
 - I can create multiple ticket types with different prices and access rights (e.g., general admission, VIP, early bird).
 - I can set specific quotas and limits for each ticket type.
 - I can enable or disable ticket types as needed.
 - I can specify whether tickets are available for a limited time or based on availability.