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| NAME: | HARIPRIYA N |
| ROLL NO: | 7376221EC173 |
| DEPARTMENT: | ECE |
| PROJECT ID: | 11 |
| PROBLEM STATEMENT: | Event Management |

1. INTRODUCTION:

i) PURPOSE:

The purpose of this document is to present a detailed description of the Event Management portal. It will explain the purpose and features of the system, the interfaces of the system, what the system will do, the constraints under which it must operate and how the system will react to external stimuli.

ii) SCOPE OF THE PROJECT:

This software system will serve as a portal for event management system, enabling the faculty members (event in-charge) to submit their requests regarding the approval of the commencement of the event, mode of the event (internal/external), venue allocation, details of the Guests, food and accommodation, time duration of the event, transport facility, requirement of accessories (chief guest memento, water bottle) and gets prior approval.

From an administrative perspective, this system will provide a comprehensive and analytical review for project oversight.

Administrators have the ability to either approve or reject the events after checking the availability of requested venue and overlapping of date. Once the event is approved, in-charges are allowed to appoint the event with the required gatherings.

2. SYSTEM OVERVIEW:

i) USERS:

Faculty Members (event-in-charge):

They have the ability to submit the application regarding the approval of the event to the admin. They are provided with the facilities to point forward their needs. Once the date and venue is verified, then they are supposed to plan accordingly. They are provided with the facility to track their history.

Admins:

Review the submitted application, priorly check the date and venue as per the request, and then give access to the user to fill the remaining datas. Analyse the pre-requisite for the events and plan accordingly.

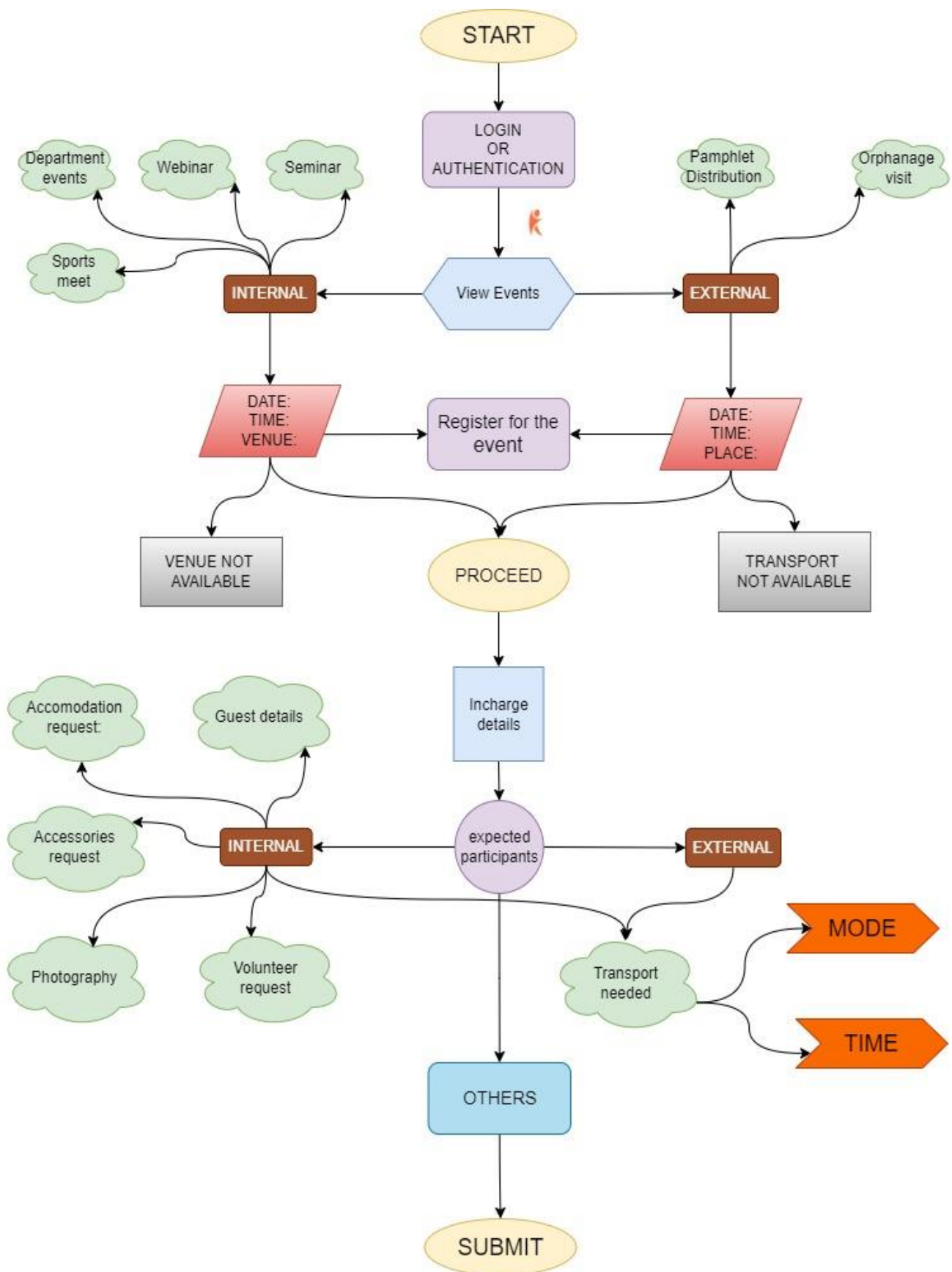
3. FEATURES:

An event management system is a software application designed to streamline the planning, organization, and execution of events. It can cater to various types of events such as conferences, seminars, workshops, webinars and few more.

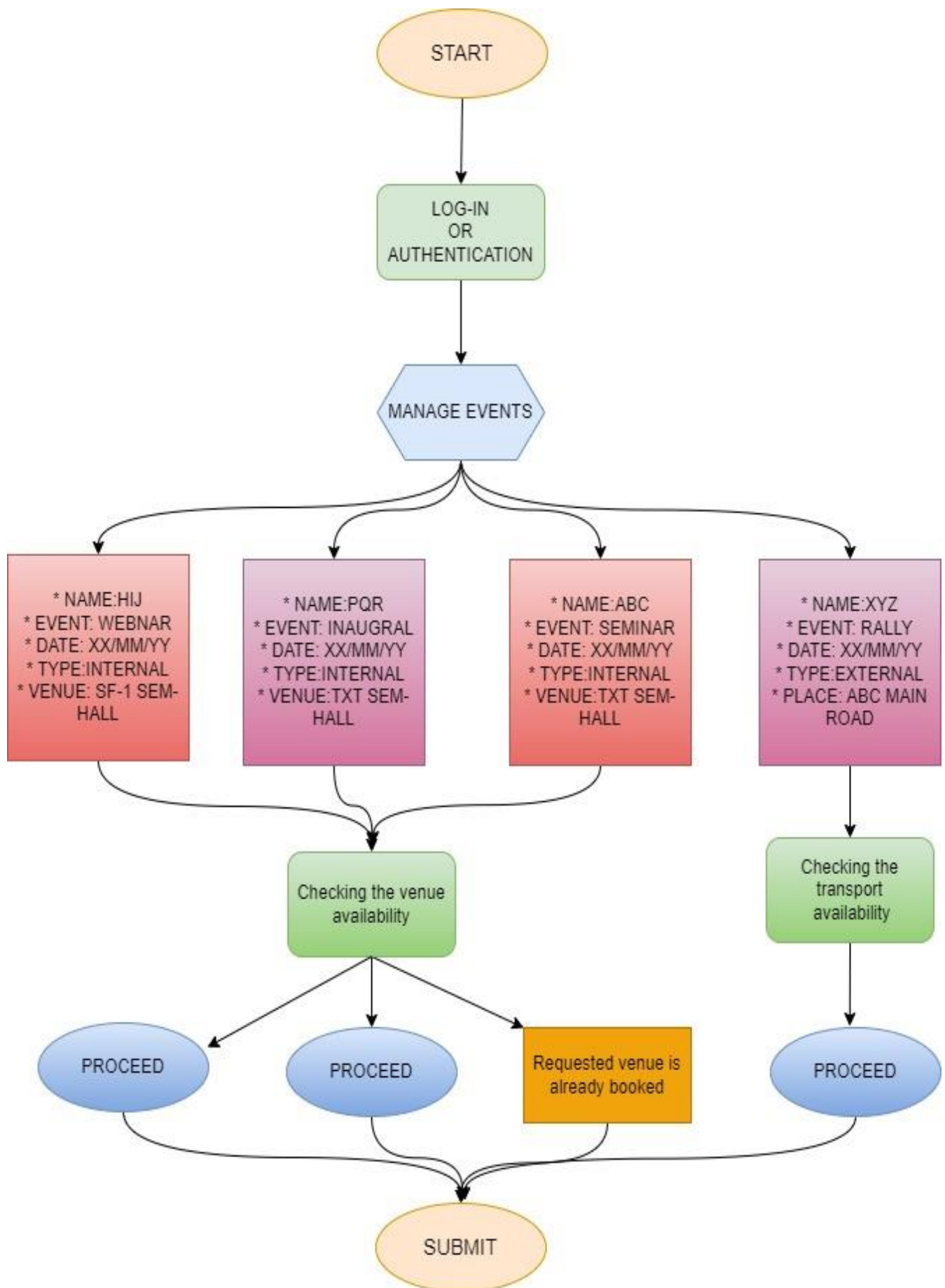
- Planning and Scheduling.
- Registration.
- Venue Management.
- Tracking Registration.
- Networking and Engagement.
- Customization and Scalability.
- Support and Security.

FLOWCHART:

- **USER INTERFACE:**

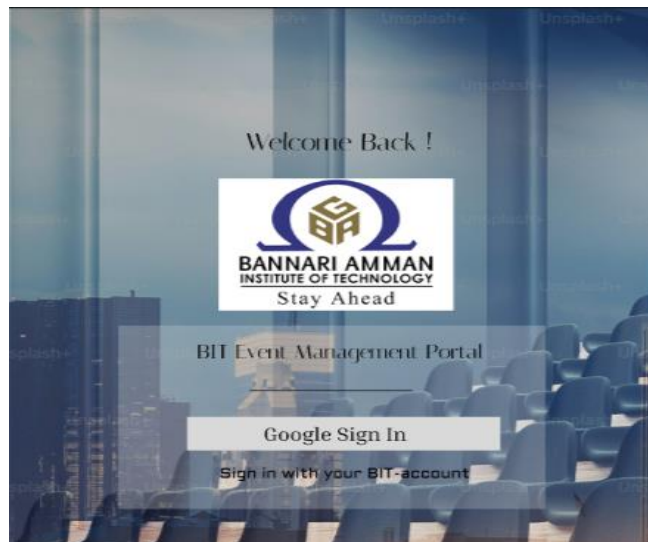


- **ADMIN INTERFACE:**



4. PROTOTYPE:

Log-in Page:



User-dashboard:



Admin-dashboard:



REPORT

In-charge Name: Haripriya N

Faculty-I'd: OOEC173

Name of the Event: Seminar on Cloud Computing

Type of Event: ☒ Internal ☐ External

Expected venue: BIT Main auditorium

Date: 12/12/2012

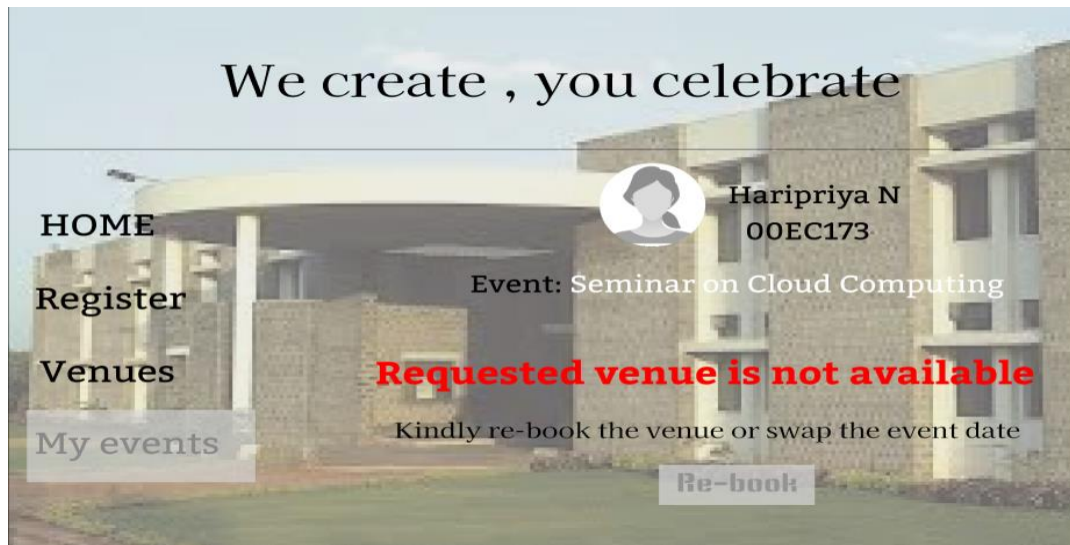
Time: 10:00 AM-1:00PM

A loading spinner icon is visible at the bottom center of the form.

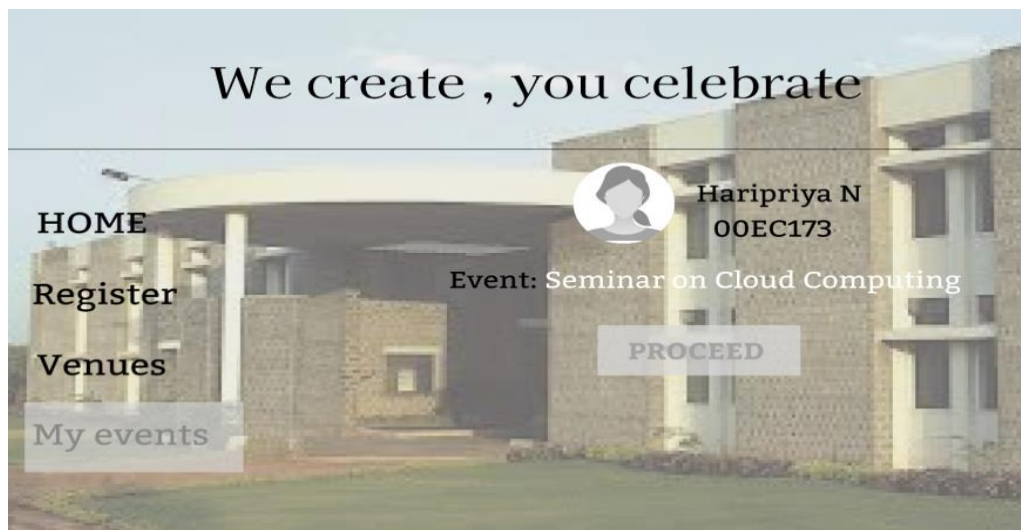
Admin checks whether the required venue is already booked on the above respective date, if not then, the user can proceed further. Or else, the user will be advised to rebook the venue.

User-dashboard:

If the requested venue is already booked, then re-book the venue:



Else,



The form is titled "Event Requirements" and is overlaid on a background image of rows of empty chairs. It contains the following fields:

- Guest details:
- Name of the Guest: _____
- Designation: _____
- Name of the organization: _____

At the bottom right, there is a "Next" button.

Event Requirements

Vehicle requirement: ☒ YES ☐ NO

Mode : _____

Date: _____

Time: _____

From: _____

Next

Event Requirements

Accommodation requirement: ☒ YES ☐ NO

Date : _____

Time: _____

Accessories requirement: _____

Next

Event Requirements:

Others: _____

SUBMIT