Event Management

**Date**: 02-02-2019

**Guide**: Mr. Jinson Devis

1. **Project Overview?**

Online event management system serves the functionality of an event manager. This system allows only registered users to login and new users are allowed to resister on the application. The project provides most of the basic functionality required for an event. It allows the user to select from a list of event types. Once the user enters an event type eg(Marriage, Baptism etc), the system then allows the user to select the date and time of event, place and the event equipment’s. All this data is logged in the database and the user is given a receipt number for his booking. This data is then sent to the administrator (website owner) and they may interact with the client as per his requirements and his contact data stored in the database.

1. **To what extend the system is proposed for?**

The system is proposed to event managers.

1. **Specify the Viewers/Public which is to be involved in the System?**

Users like people who want to conduct an event or host a party.

1. **List the Modules included in your System?**

* Login
* Book Events
* View Arrangements
* View Equipment's

1. **Identify the users in your project?**

* Admin
* Contractors
* Customers

1. **Who owns the system?**

Event Manager owns the system

1. **System is related to which firm/industry/organization?**

Event Management Company owns the system.

1. **Details of person that you have contacted for data collection?**

*{response here}*

1. **Questionnaire to collect details about the project? (min 10 questions, include descriptive answers, attach additional docs (e.g. Bill receipts, certificate models), if any?)**
2. What are events this organization takes care of?

Ans:- Wedding

Business, birthday parties

Reception

Baptism

Shows

1. When should they book the events?

Ans:- Booking should be done atleast before a week.

1. Will they be able to cancel the booking if needed?

Ans:-They can cancel the booking within a week from the booking date.

1. Will they need to pay advance amount? If they pay advance will you return it to them if they cancel the booking?

Ans:- We’ll return the advance if they cancel before we start our preparations else we’ll return only half the money received.

1. Do you have any subcontractors or you directly take care of all the events?

Ans:- I have subcontractors to take of things like food, decorations.

1. Do you design dresses for the wedding?

Ans:- No we don’t.

1. How do you charge for each event?

Ans:- Payment varies for each event. It depends on the event, the decorations etc.

1. Do you any mediators between you and the client to have any communication?

Ans:- We don’t usually encourage mediators as it can create rifts. Sometimes client may have mediators. We don’ appoint any mediators.

1. How does a website help you to promote your business?

Ans:- A website will be seen by many and we will get more bookings from many people.

1. What do you except from the new website?

Ans:- I should be user-friendly, contains all the details (packages, discounts etc) clearly.