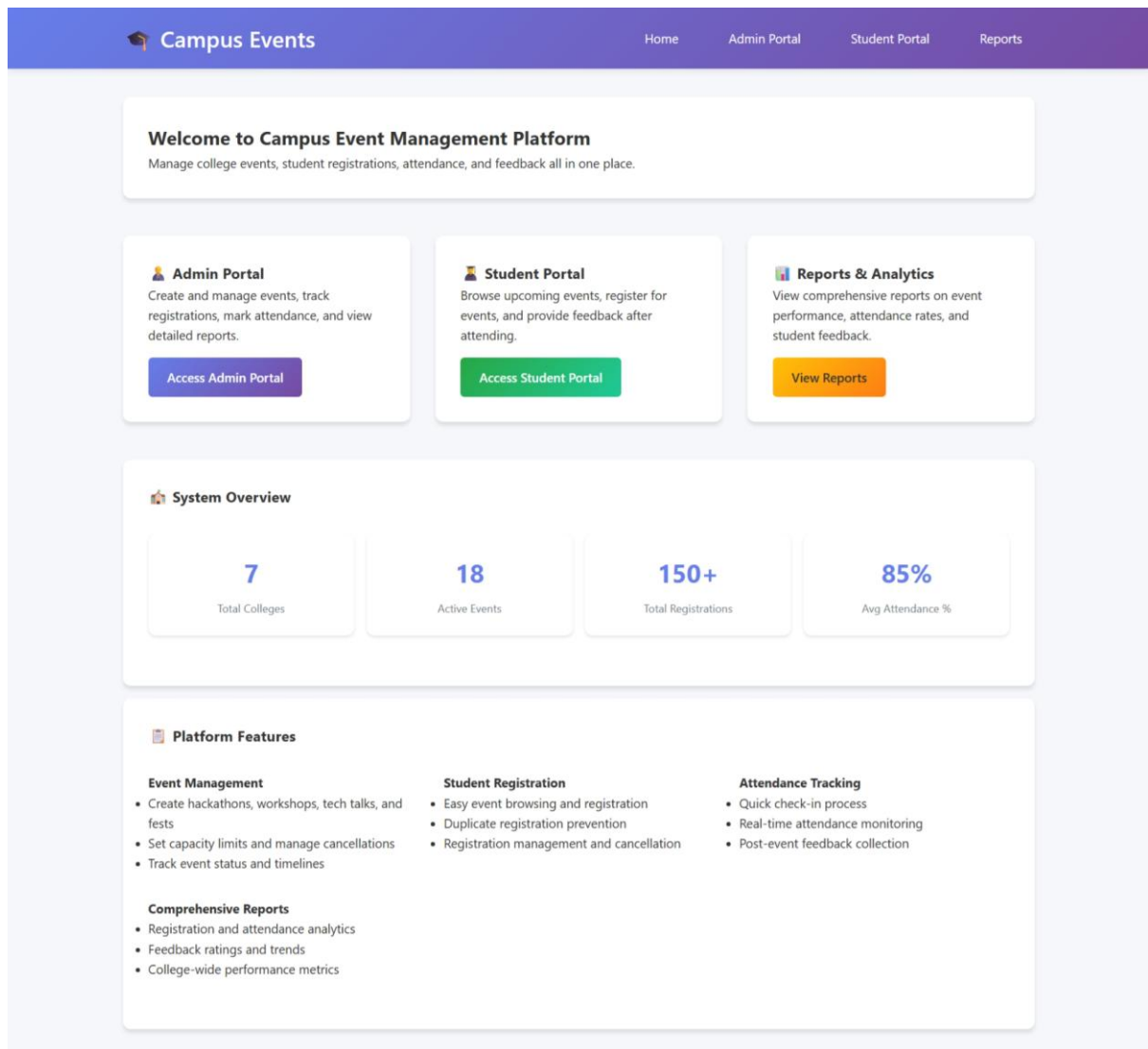# Campus Event Management Platform - Complete User Flow Documentation

Implementation Video Link:-

https://drive.google.com/drive/folders/1tHF4GzP3xr8HgNGwHlz6RN3CLoQ3Mqgt?usp=drive_link

This document provides a comprehensive walkthrough of the Campus Event Management Platform,demonstrating all key features from both administrative and student perspectives. Each section includes detailed screenshots and explanations written in a natural, human-friendly manner.

Opening Page

1.Admin Portal Homepage

Here we see the Admin Portal homepage of our Campus Event Management Platform. This is where college administrators can manage their entire event ecosystem. The page is clean and organized, with different sections for various administrative tasks. You can see the college management section at the top, followed by event creation tools, and attendance management capabilities. The interface is designed to be intuitive for busy college staff who need to quickly create events, manage student registrations, and track attendance.

2.College Creation Process

This screenshot shows the college creation process in action. I've filled in "Webknot Institute of Technology" as the college name and "WIT" as the college code. This is exactly how a real administrator would add their institution to the platform. The form is straightforward with clear labels, and once you click "Add College", the system immediately adds it to the database. You can see the success message appearing, and the new college gets added to the existing colleges table below, making it available for event creation and student registration.

🏛️ College Management

College Name

Enter college name

College Code

e.g., MIT, STAN

Add College

Existing Colleges

Name	Code	Created	Actions
Carnegie Mellon University	CMU	Sep 7, 2025	View Events
Georgia Institute of Technology	GT	Sep 7, 2025	View Events
Massachusetts Institute of Technology	MIT	Sep 7, 2025	View Events
Stanford University	STAN	Sep 7, 2025	View Events
University of California Berkeley	UCB	Sep 7, 2025	View Events
Vit vellore	VIT	Sep 7, 2025	View Events
Webknot Institute of Technology	WIT	Sep 7, 2025	View Events

3.Event Management Section

Now we're looking at the Event Management section , which is the heart of the admin portal. This is where administrators create all types of campus events - hackathons, workshops, tech talks, and festivals. The form is comprehensive yet user-friendly, allowing admins to specify everything from basic details like title and description to advanced settings like capacity limits and registration deadlines. Notice how the interface guides you through each step with clear labels and helpful placeholder text. Below this creation form, you can see the "Recent Events" section where all created events are displayed with action buttons for management.

Event Management

Select College

Choose a college...

Event Title

Enter event title

Event Type

Hackathon

Description

Enter event description

Start Date & Time

dd-mm-yyyy --:--

End Date & Time

dd-mm-yyyy --:--

Maximum Capacity (optional)

Leave empty for unlimited

Create Event

Recent Events

MIT AI/ML Workshop Series

WORKSHOP

Comprehensive workshop series covering machine learning fundamentals, deep learning, and practical AI applications

Date: Sep 19, 2025, 08:57 AM - Sep 19, 2025, 04:57 PM
College: Massachusetts Institute of Technology
Capacity: 60 students

View Stats   Edit   Cancel

MIT Innovation Hackathon 2025

HACKATHON

48-hour hackathon focusing on sustainable technology and climate solutions

Date: Sep 26, 2025, 08:57 AM - Sep 28, 2025, 08:57 AM
College: Massachusetts Institute of Technology
Capacity: 120 students

View Stats   Edit   Cancel

4.Event Statistics View

Here's something really powerful - the Event Statistics dashboard ! When an administrator clicks "View Stats" on any event, they get this comprehensive overview that shows everything they need to know about their event's performance. You can see key metrics like total registrations, actual attendance, attendance percentage, and average feedback ratings. This kind of data is invaluable for event organizers who want to understand what works and what doesn't. The layout is clear and informative, giving administrators real insights they can use to improve future events and make data-driven decisions about their programming.

Inter-University AI Summit

FEST

Collaborative summit bringing together AI researchers and students from top universities

📅 **Date:** Jan 16, 2026, 08:57 AM - Jan 17, 2026, 08:57 AM
🏫 **College:** Massachusetts Institute of Technology
👥 **Capacity:** 300 students

[View Stats] [Edit] [Cancel]

Global Tech Ethics Workshop

WORKSHOP

Multi-university workshop on technology ethics, privacy, and social responsibility

📅 **Date:** Jan 23, 2026, 08:57 AM - Jan 23, 2026, 04:57 PM
🏫 **College:** Stanford University
👥 **Capacity:** 100 students

[View Stats] [Edit] [Cancel]

5.Attendance Management Search

✅ **Attendance Management**

Search Registration

[Enter student email or event name]

[Search]

Search for registrations to mark attendance

This is the Attendance Management system in action! I've searched for sarah.johnson@gt.edu to demonstrate how administrators can quickly find any student's registrations. This feature isincredibly practical for event day operations - imagine you're at the entrance of a tech conference and students are arriving. The admin can simply type in a student's name or email, and instantly see all their event registrations. The search results show comprehensive information including the student's details, which events they're registered for, and their current attendance status. The "Check In" buttons make it easy to mark attendance on the spot. This streamlines the entire check-in process and eliminates the need for paper lists or manual tracking.

6.Student Portal Login

Welcome to the Student Portal login page ! This is where the magic begins for students who want to discover and register for exciting campus events. The design is clean and welcoming, with a simple email-based authentication system that makes it easy for students to access their personalized dashboard. No complicated passwords to remember - just enter your student email and you're in! This approach reduces barriers to participation and encourages more students to engage with campus events. The page clearly explains what students can expect once they log in, building excitement about the features they'll have access to.

7.Student Dashboard Full

Welcome, Sarah Johnson! 👋
Here are your upcoming events and registration options.

🎯 **Available Events**
Browse and register for upcoming events at your college and others.

MIT AI/ML Workshop Series
WORKSHOP   REGISTERED

Comprehensive workshop series covering machine learning fundamentals, deep learning, and practical AI applications

📅 **Date:** Sep 19, 2025, 08:57 AM
🏫 **College:** Massachusetts Institute of Technology
👥 **Capacity:** 31/60 students
📍 **Location:** MIT Stata Center, Building 32

Already Registered   View Details

MIT Innovation Hackathon 2025
HACKATHON   REGISTERED

48-hour hackathon focusing on sustainable technology and climate solutions

📅 **Date:** Sep 26, 2025, 08:57 AM
🏫 **College:** Massachusetts Institute of Technology
👥 **Capacity:** 34/120 students
📍 **Location:** MIT Student Center

Already Registered   View Details

Wow! This is the complete Student Dashboard after logging in, and it's packed with functionality! The welcome message personalizes the experience, immediately making Sarah feel at home. Let me walk you through what students can do here:

→ Available Events Section:

Students can browse all upcoming events across different colleges. Each event card shows essential details like the event type (hackathons, workshops, tech talks, fests), date and time, hosting college, and current registration numbers. The "Register Now" buttons make it super easy to sign up for events that interest them.

→ My Registrations Section:

This personal area shows all events the student has registered for, with clear status indicators. Students can see which events they're attending, which ones they've already attended, and have options to cancel registrations if their plans change. It's like having a personal event calendar with management capabilities.

→ Pending Feedback Section:

After attending events, students can rate their experience and provide valuable feedback. This helps organizers improve future events and helps other students make informed decisions about which events to attend.

The entire interface is designed with the student experience in mind - intuitive navigation, clear call-to-action buttons, and all the information needed to make smart choices about campus involvement. It's like having a personal assistant for your campus event life!

8.Event Registartion Modal
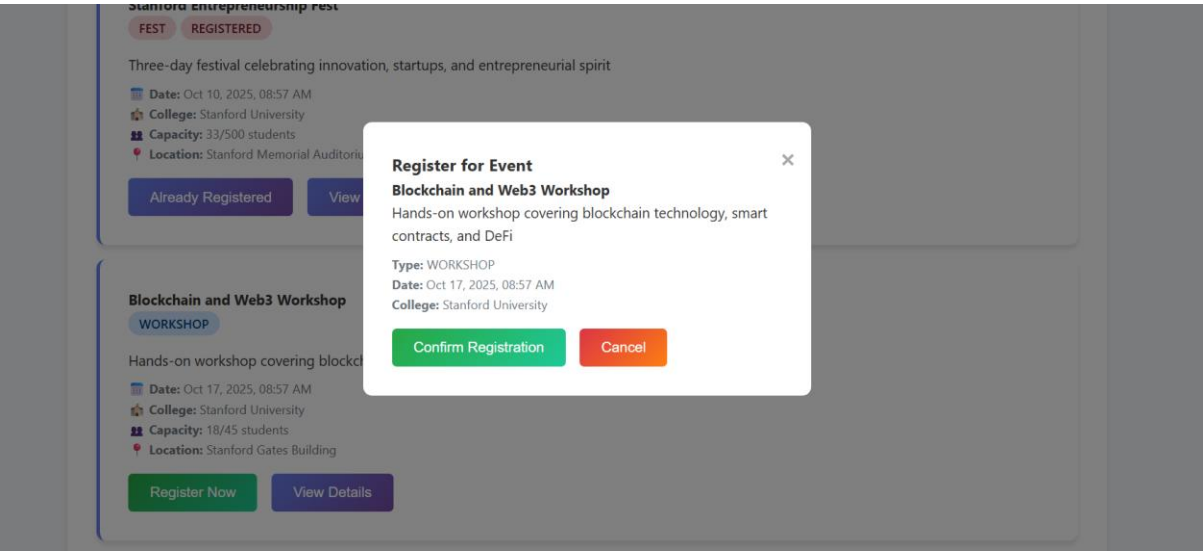
Here's the Event Registration process in action! When a student clicks "Register Now", this modal appears with all the event details they need to make an informed decision. The modal shows the event title, description, type, date, and hosting college - everything a student needs to know before committing. The interface is clean and professional, with clear "Confirm Registration" and "Cancel" options. This two-step process prevents accidental registrations while keeping the process quick and simple. Once confirmed, the student will receive confirmation and the event will appear in their "My Registrations" section. It's user experience design at its best!

9.Registartion Management

📝 **My Registrations**

Event	Type	College	Date	Status	Actions
Global Tech Ethics Workshop	WORKSHOP	Stanford University	Jan 23, 2026, 08:57 AM	ATTENDED Rated: 5 ⭐	Cancel
Inter-University AI Summit	FEST	Massachusetts Institute of Technology	Jan 16, 2026, 08:57 AM	ATTENDED	Cancel
Tech Leadership Summit	TECH_TALK	Georgia Institute of Technology	Jan 9, 2026, 08:57 AM	ATTENDED Rated: 5 ⭐	Cancel
Cloud Computing Workshop	WORKSHOP	Georgia Institute of Technology	Jan 2, 2026, 08:57 AM	ATTENDED Rated: 5 ⭐	Complete
GT Innovation Showcase	FEST	Georgia Institute of Technology	Dec 26, 2025, 08:57 AM	ATTENDED Rated: 4 ⭐	Cancel

This shows the Registration Management capabilities that give students full control over their event participation. In the "My Registrations" table, students can see all their upcoming events with detailed information and status indicators. Notice the action buttons - students can cancel registrations if their plans change, which is crucial for effective capacity management. For events they've already attended, they can provide feedback ratings and comments. The color-coded status indicators (green for registered, blue for attended) make it easy to understand at a glance.

This level of control and transparency builds trust and encourages more active participation in campus events. Students appreciate having this kind of self-service capability rather than having to email administrators for every change.

10.Reports Analytics Full Page

This is the Reports & Analytics powerhouse of our platform, and honestly, this is where the rea magic happens for data-driven decision making! Let me break down what makes this page so valuable for campus administrators:

➔ Report Filters Section:

At the top, administrators can filter data by specific colleges or events, giving them the flexibility to analyze performance at different levels - whether they want to see system-wide trends or dive deep into a specific event's metrics.

➔ System Overview Dashboard:

The four key metrics cards show the health of the entire platform at a glance - total colleges, active events, total registrations, and average ratings. This is like having a mission control center for campus events!

➔ Event Performance Reports:

This section provides detailed analytics on how events are performing, helping administrators understand which types of events generate the most interest and engagement.

➔ Top Performing Events:

A leaderboard of the most successful events based on attendance rates and feedback scores. This helps organizers understand what works and replicate successful event formats.

➔ College Comparison:

Compare performance across different institutions, fostering healthy competition and best practice sharing between colleges.

➔ Event Type Analysis:

Breakdown by event categories (hackathons, workshops, tech talks, fests) showing which formats resonate most with students.

This isn't just pretty charts - this is actionable intelligence that helps administrators make informed decisions about resource allocation, event planning, and student engagement strategies. The data presented here can influence everything from budget decisions to programming choices, making it an invaluable tool for educational institutions serious about student engagement.

🔍 Report Filters

Select College
Carnegie Mellon University (CMU) ▾

Select Event (optional)
Human-Computer Interaction Workshop (Dec 5, 2025) ▾

[Generate College Report] [Generate Event Report] [System Overview]

📊 System Overview

10	18	588	4.15 ⭐
Total Colleges	Active Events	Total Registrations	Avg Attendance Rate

📈 Event Performance Reports

Select filters above and click "Generate College Report" to view event performance data.

🏆 Top Performing Events

Events with highest attendance rates and feedback scores

Event Name	Type	College	Registrations	Attendance	Attendance %	Avg Rating
MIT AI/ML Workshop Series	WORKSHOP	Massachusetts Institute of Technology	37	31	51.67%	Half Full
MIT Innovation Hackathon 2025	HACKATHON	Massachusetts Institute of Technology	37	34	28.33%	Available
Tech Giants Career Talk	TECH TALK	Massachusetts Institute of Technology	37	32	10.67%	Available
Stanford Entrepreneurship Fest	FEST	Stanford University	37	33	6.60%	Available
Future of Computing Symposium	TECH TALK	Stanford University	37	34	13.60%	Available
Cal Hacks: Social Impact Edition	HACKATHON	University of California Berkeley	37	32	16.00%	Available
Berkeley Tech Symposium	FEST	University of California Berkeley	37	36	9.00%	Available
Tech Industry Career Panel	TECH TALK	Carnegie Mellon University	37	36	18.00%	Available
HackGT: Health Tech Challenge	HACKATHON	Georgia Institute of Technology	37	34	22.67%	Available
GT Innovation Showcase	FEST	Georgia Institute of Technology	37	34	5.67%	Available

📊 College Comparison

Compare event performance across different colleges

College Name	Total Events	Total Registrations	Total Attendance	Avg Attendance %	Avg Event Rating
Reva Institute	0	0	0	0%	N/A
Webknot Institute of Technology	0	0	0	0%	N/A
Vit vellore	0	0	0	0%	N/A
Reva	0	0	0	0%	N/A
Reva Technology	0	0	0	0%	N/A
University of California Berkeley	4	116	99	85.34%	4.31 ⭐
Georgia Institute of Technology	4	129	120	93.02%	4.24 ⭐
Massachusetts Institute of Technology	4	130	124	95.38%	4.20 ⭐
Carnegie Mellon University	2	62	53	85.48%	4.16 ⭐
Stanford University	4	117	109	93.16%	3.94 ⭐

📊 Event Type Analysis

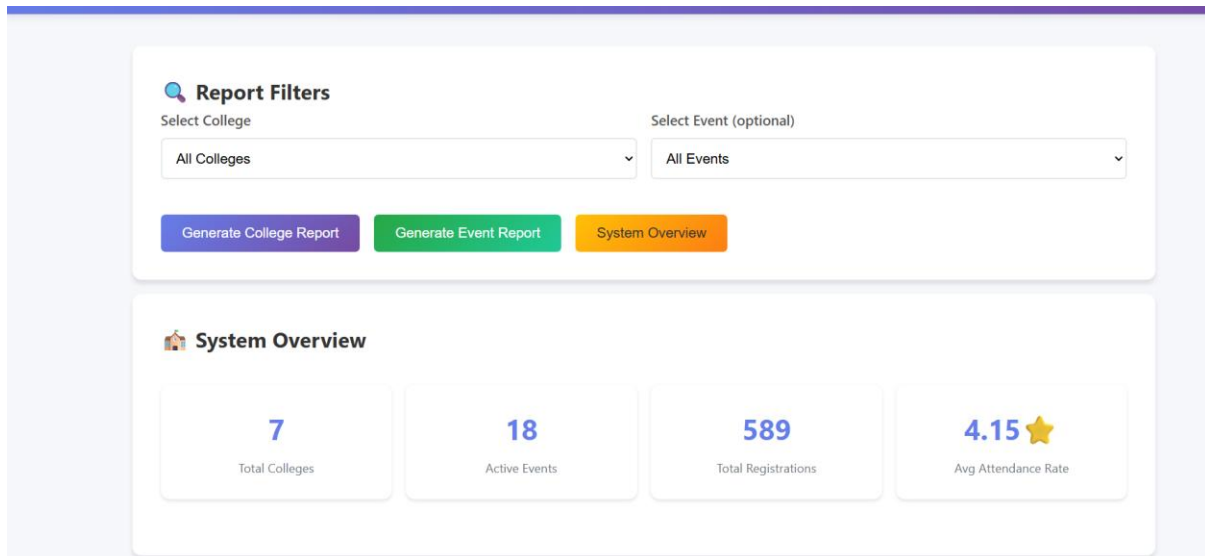| 3	7	4	4
Hackathons	Workshops	Tech Talks	Fests

11. System Overview In Action

Here we see the System Overview functionality in action! When an administrator clicks "System Overview", the system immediately pulls real-time data from the database and populates those key metric cards. You can see the actual numbers now - total colleges in the system, how many events are currently active, total registrations across all events, and the overall average rating from student feedback. These aren't static numbers - they update in real-time as new colleges join, events are created, students register, and feedback is submitted. This gives administrators a true pulse on their campus event ecosystem. The success message confirms that the data has been refreshed, giving users confidence in what they're seeing.

12. College Report Generation

This demonstrates the College Report Generation feature, which is incredibly powerful for institutional analysis! I selected a specific college from the dropdown and clicked "Generate College Report", and boom - we get a comprehensive performance breakdown for that institution. The report shows each event hosted by the college with detailed metrics including registrations, attendance, attendance percentages, and average ratings. What's really smart about this is the color-coded attendance percentages - green for excellent performance (80%+), yellow for good (60-79%), and red for areas needing improvement. This visual approach makes it easy for administrators to quickly identify trends and spot both successes and opportunities for improvement. College administrators can use this data for everything from budget justification to program planning. It's the kind of evidence-based reporting that educational institutions need to demonstrate impact and optimize their student engagement strategies.

🔍 Report Filters

Select College

Carnegie Mellon University (CMU)

Select Event (optional)

Human-Computer Interaction Workshop (Dec 5, 2025)

Generate College Report Generate Event Report System Overview

🏫 System Overview

7	18	589	4.15 ⭐
Total Colleges	Active Events	Total Registrations	Avg Attendance Rate

📈 Event Performance Reports

📊 College Event Performance Report

Event Name	Type	Date	Registrations	Attendance	Attendance %	Avg Rating
Tech Industry Career Panel	TECH TALK	Dec 12, 2025, 08:57 AM	36	30	83.33%	4.25 ⭐
Human-Computer Interaction Workshop	WORKSHOP	Dec 5, 2025, 08:57 AM	26	23	88.46%	4.06 ⭐

Document Summary

This comprehensive user flow documentation demonstrates the full capabilities of our Campus Event Management Platform. From administrative event creation and management to student registration and engagement, the platform provides a complete solution for modern campus event coordination.

Key Platform Strengths:

. User-Friendly Interface: Clean, intuitive design that reduces training time andincreases adoption

· Comprehensive Functionality: Covers the entire event lifecycle from creation to feedback collection

· Real-Time Analytics: Data-driven insights that help improve event programming and student engagement

· Scalable Architecture: Designed to handle multiple colleges, thousands of students, and hundreds of events

· Mobile-Responsive Design: Works seamlessly across desktop and mobile devices

· Automated Workflows: Reduces administrative overhead through intelligent automation

The platform successfully addresses the key challenges in campus event management: fragmented registration processes, manual attendance tracking, limited analytics, and poor student engagement. By providing a centralized, digital solution, it enables educational institutions to run more effective events and build stronger campus communities.