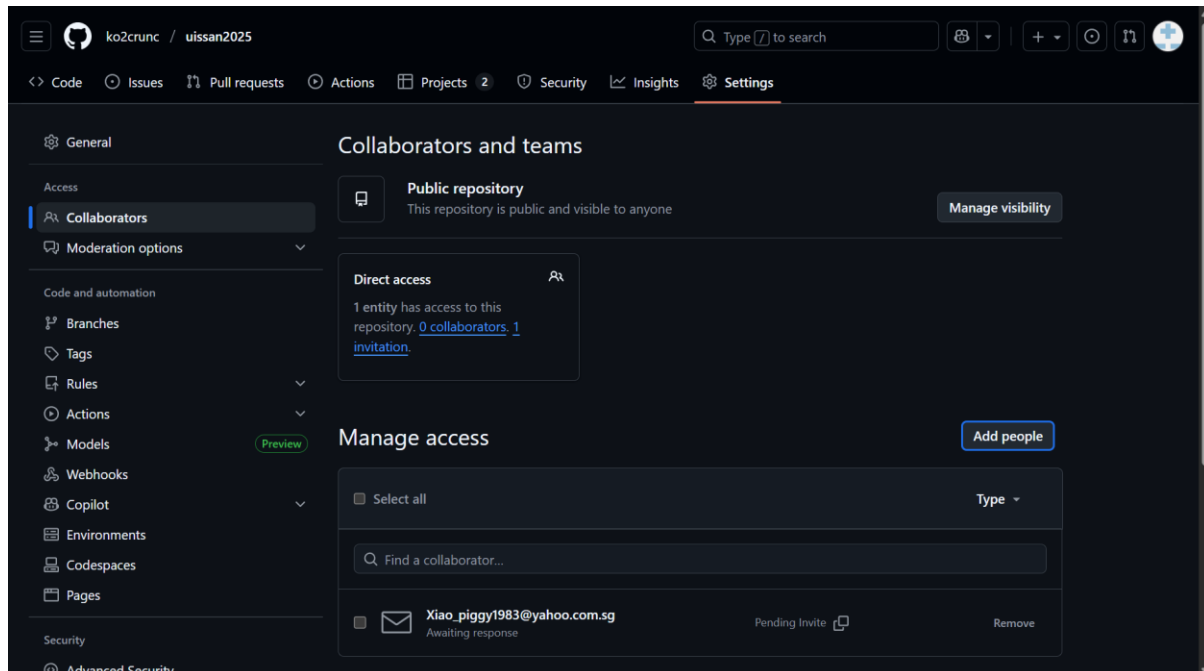


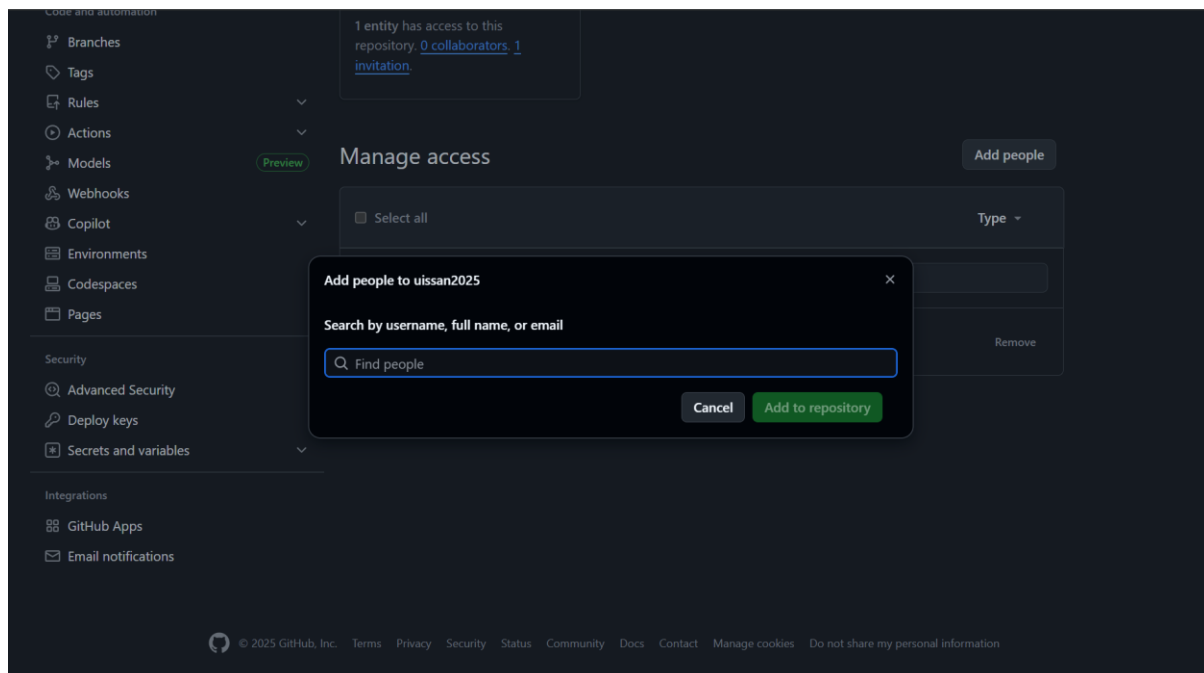
Step1: Go to the following URL and click “Collaborators” from the left navigation bar to access the page shown in Figure 1.1.

[GitHub - ko2crunc/uissan2025: san2025luckydraw](https://github.com/ko2crunc/uissan2025)

Step 2: With reference to Figure 1.2, click on “Add people” to proceed.



Step 3: With reference to Figure 1.3, key in the Email Address for the new collaborator and click “Add to repository”.



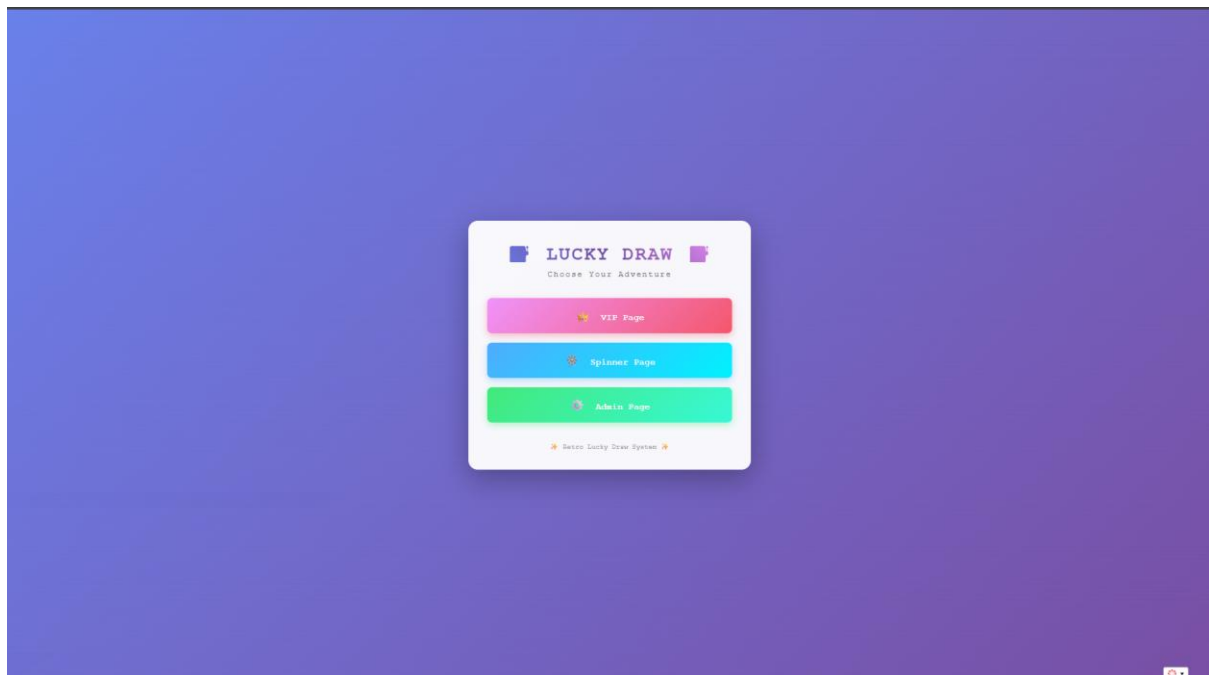
## Accessing Lucky Draw Online Site

Note: All users (email address) need to be added to GITHUB as Collaborators before they can access the Lucky Draw Repository Page. Default SAN Gmail account to use for accessing the page is [uissan07112025@gmail.com](mailto:uissan07112025@gmail.com). Password is [P@55w0rd!@#\\$%](#).

Step 1: Go to UIS SAN Lucky Draw Page shown in Figure 2.1 using the following URL.

<https://ko2crunc.github.io/uissan2025/>

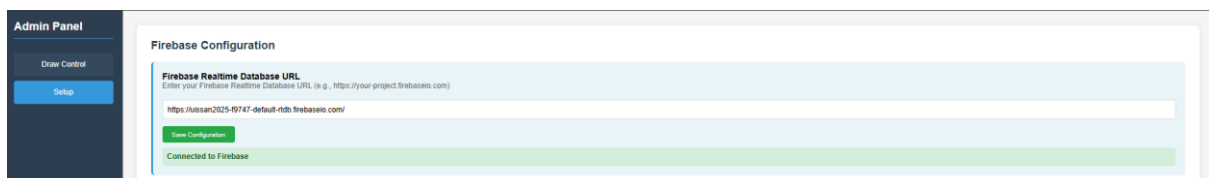
Step 2: Click on “Admin Page” to access admin page.



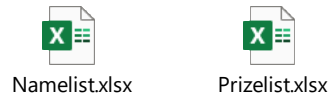
Step 3: Setup the real time database connection.

With reference to Figure 2.2, copy and paste this URL <https://uissan2025-f9747-default-rtdb.firebaseio.com/> into **Firestore Realtime Database URL** and click on “Save Configuration”. Once connected, there will be prompt showing “Connected to Firestore”.

Note: You need to setup the firebase connection on all devices used for the lucky draw. E.g. VIP tablet, Display Screen & Admin Screen.

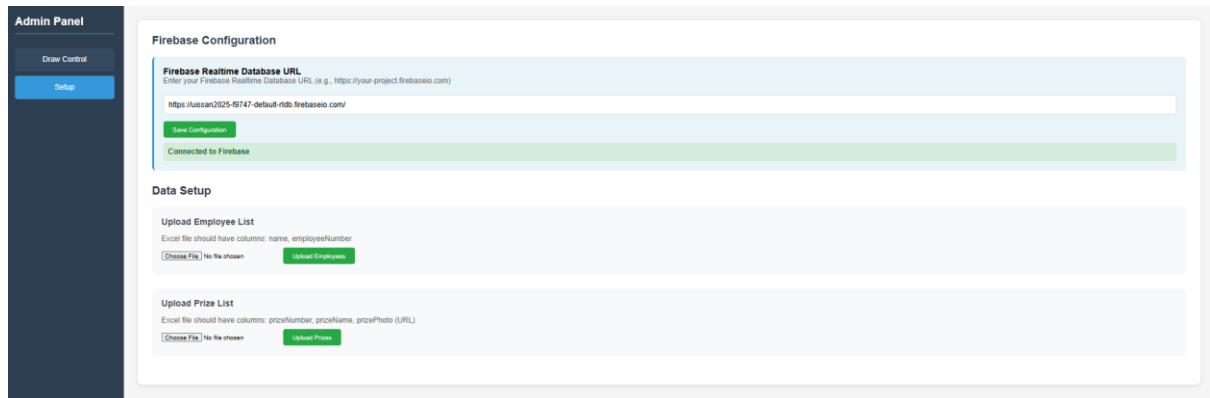


Step 4: With reference to figure 2.3. Upload Employee List & Prize List from the laptop that will be used for administration. Template files as follows.



Click Choose File and click on “Upload Employee” to upload the **Namelist.xlsx**.

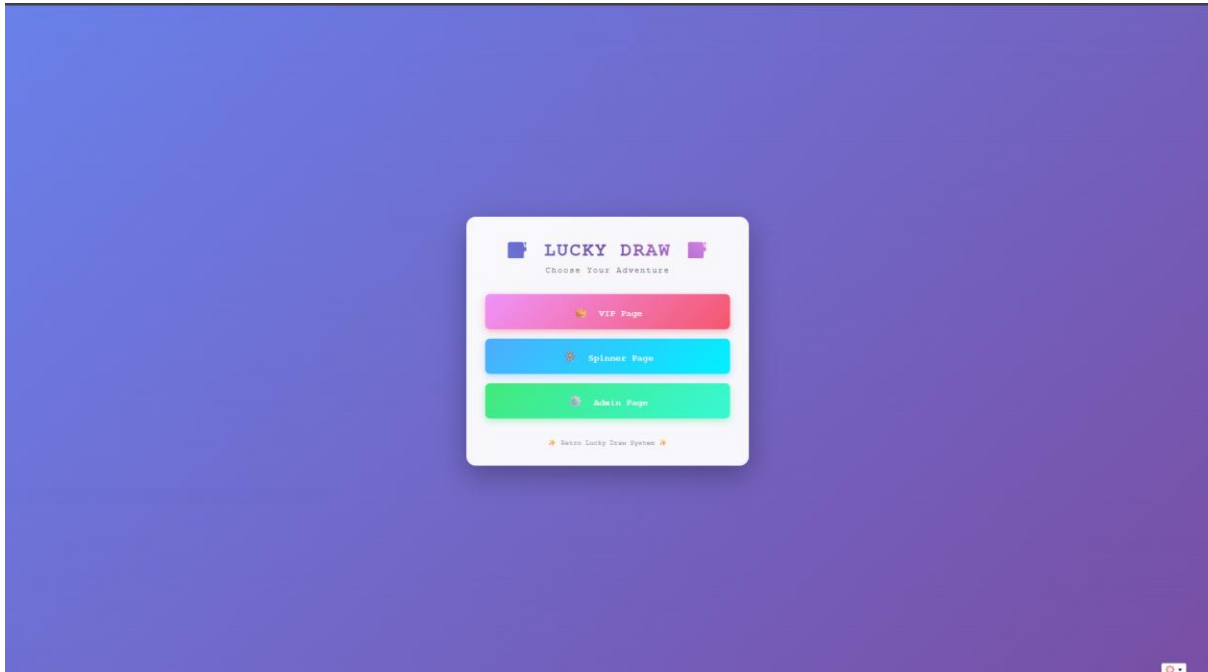
Click Choose File and click on “Upload Prizes” to upload the **Prizelist.xlsx**.



## Running the Lucky Draw System

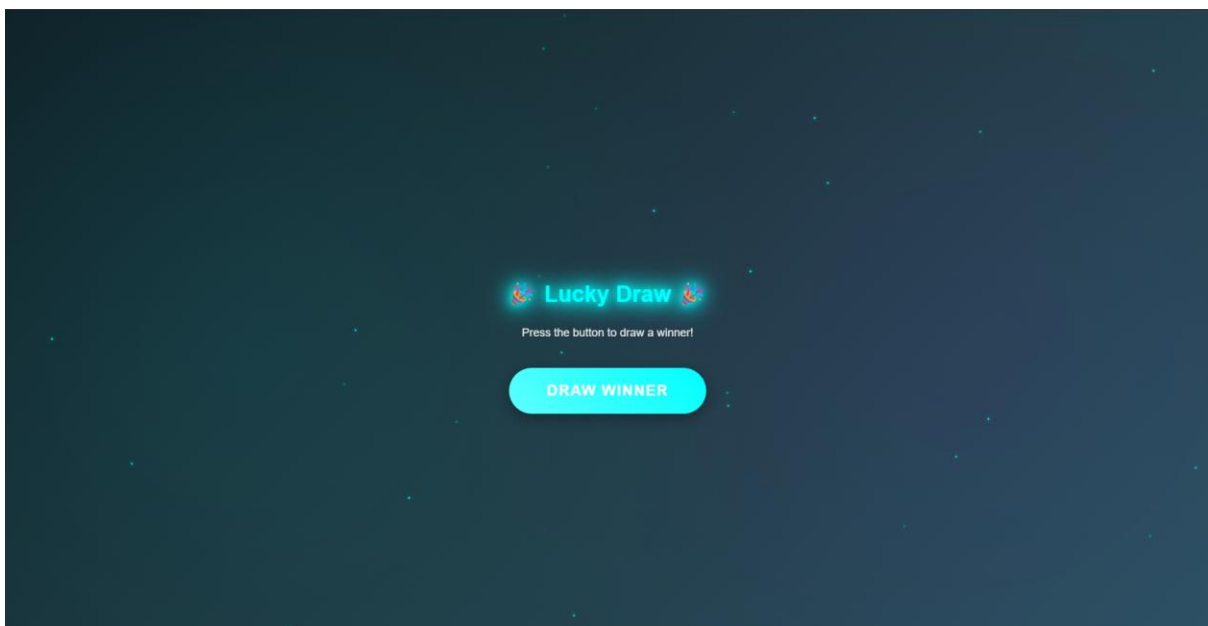
Step 1: Go to Lucky Draw main page using the following URL.

[https://ko2crunc.github.io/uissan2025/vip\\_page.html](https://ko2crunc.github.io/uissan2025/vip_page.html)

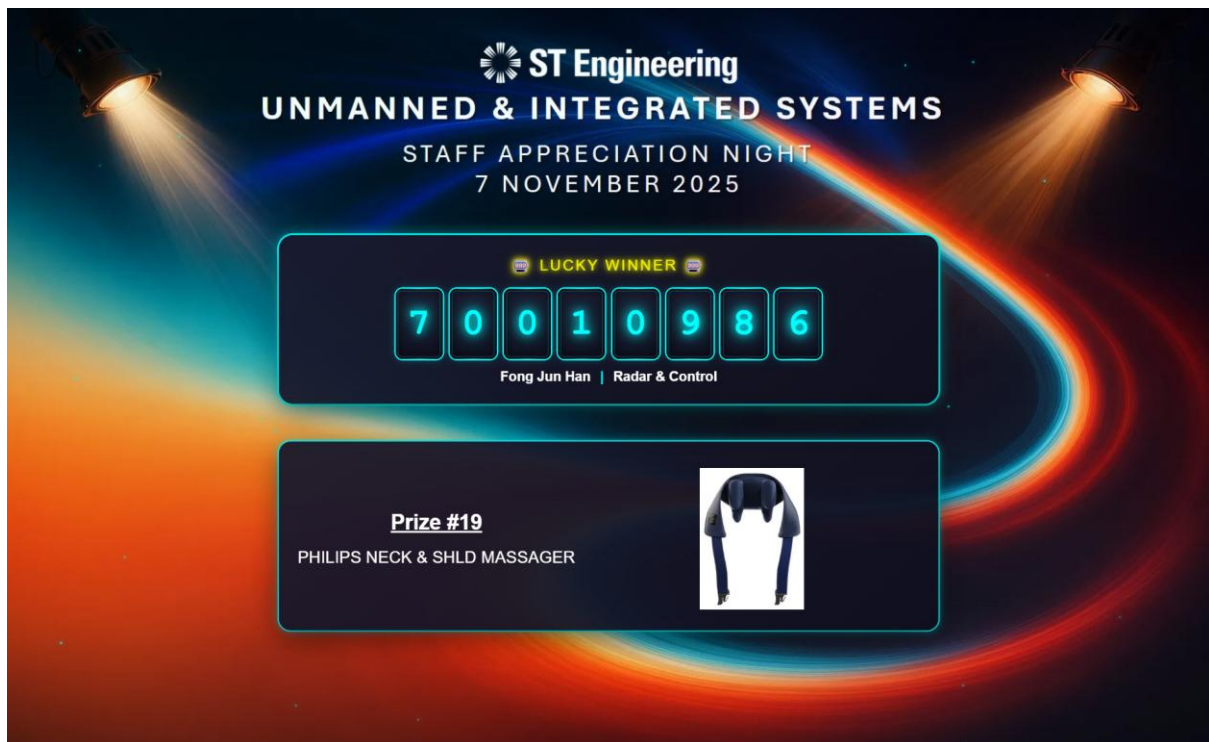


Step 2: Set up respective page (**Setup the Firebase Connection**) on every designated device.

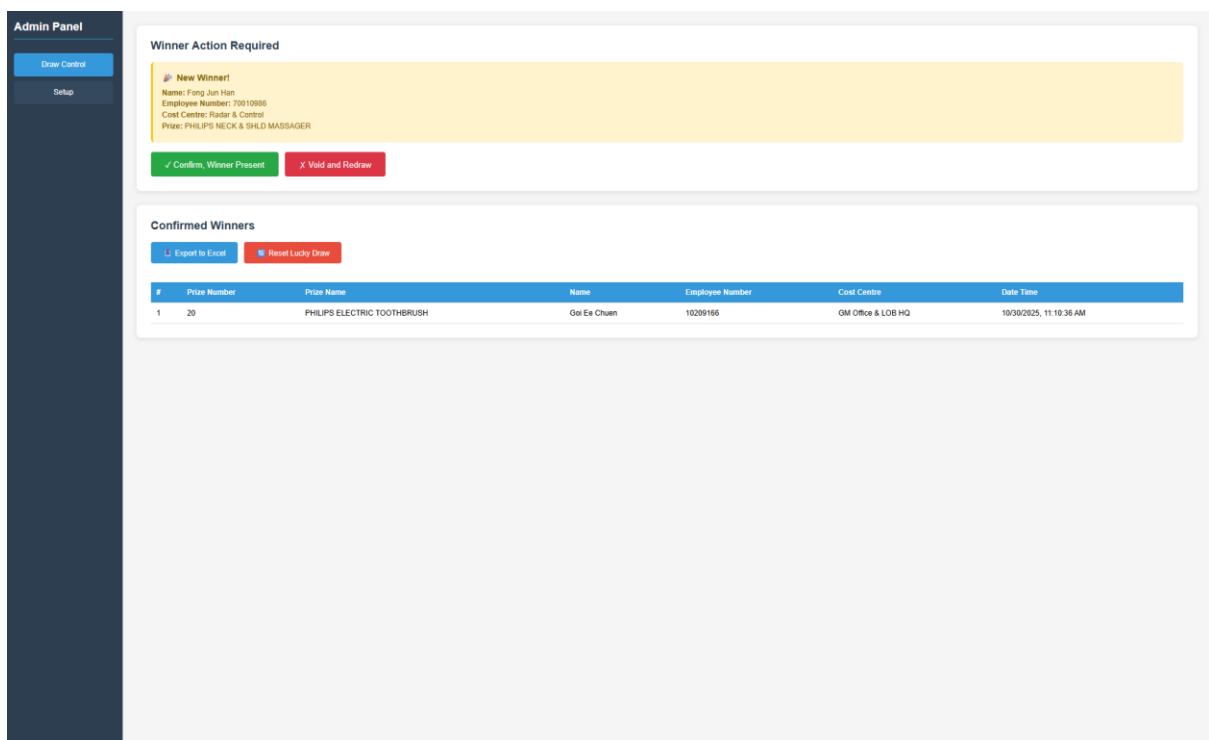
Step 3: On VIP tablet, click on “VIP Page” to access the Lucky Draw Page for VIP. VIP will click on the “DRAW WINNER” to start the draw as shown in Figure 3.1.



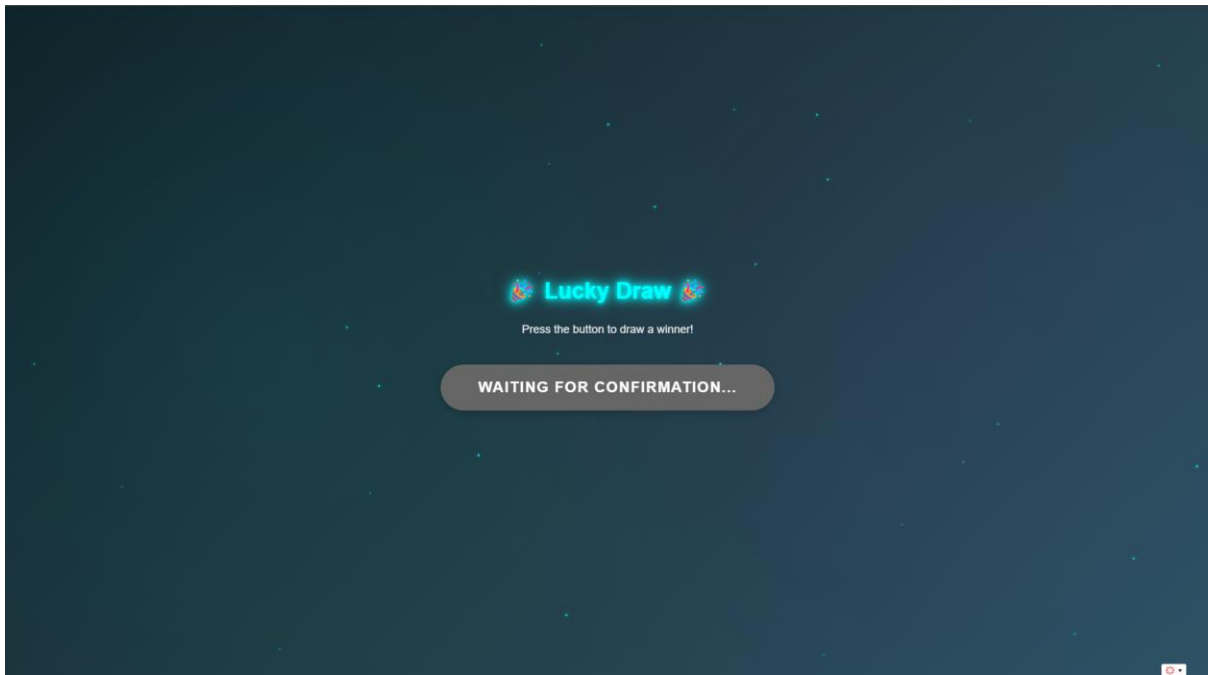
Step 4: Once the draw starts, the Spinner will start to spin. Prize and Winner's detail are shown below the spinner once winner is drawn.



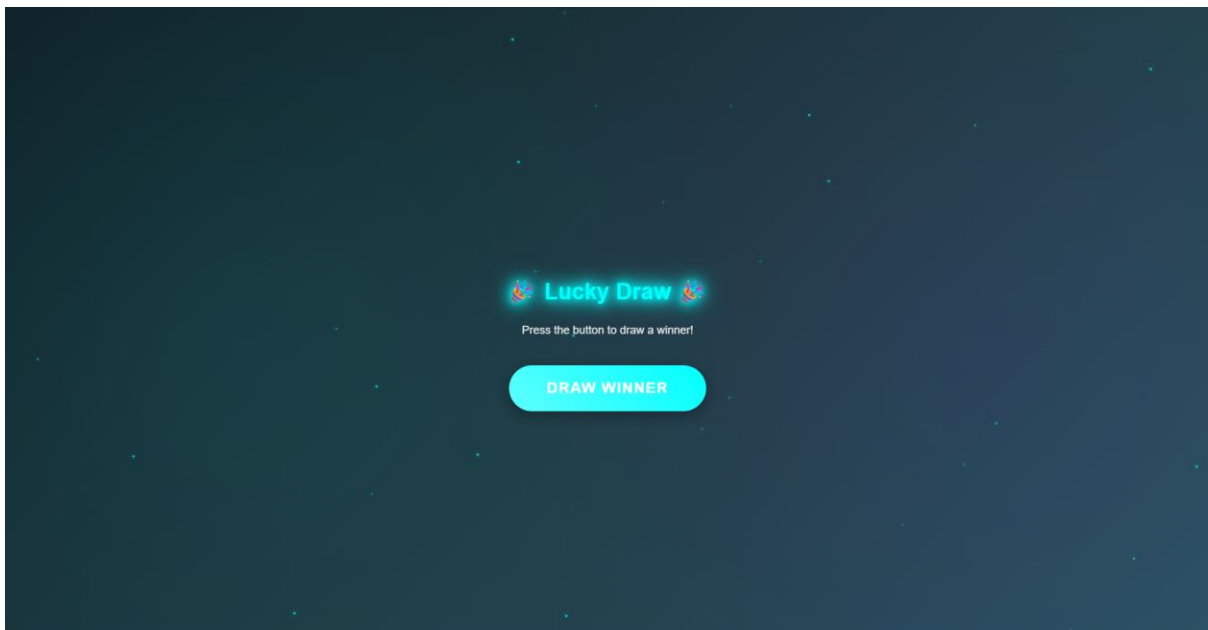
Step 5: Admin will need to click on “Confirm, Winner Present” if winner is present on stage. Else admin will click on “Void and Redraw” if winner is not present.



Step 6: On VIP tablet, the page will show “WAITING FOR CONFIRMATION”.



Step 7: Once admin click on “Confirm, Winner Present”, the “DRAW WINNER” button will be enabled.



Step 8: Once admin click on “Confirm, Winner Present”, the winner details and prize will be updated into the Confirmed Winners List.

Admin can export the winner list to excel worksheet by clicking on the “Export to Excel” or reset the lucky draw by clicking on the “Reset Lucky Draw”.

