**Muong Forum Event Management Platform**

The **Muong Forum** is a dynamic event management platform designed to allow administrators to post event details and facilitate user participation. The platform enables event organizers to manage their events, including updating event information, tracking participants, and processing payments. Users can view and register for events and receive automated notifications and reminders.

**Key Features**

**Admin Use Cases**

1. **Login**
   * Admins can securely log in to the platform using their email or ID.
2. **Event Management**
   * **Post Events**: Admins can post event details, including:
     + **Event Photo**: An image representing the event.
     + **Topic Name**: The name of the event or session.
     + **Topic Focus**: A brief description of the event’s focus.
     + **Guest Information**: Details about guest speakers, including:
       - Name
       - Title
       - Brief Description of the guest
     + **Event Date**: The scheduled date for the event.
     + **Event Venue**: The location of the event (if onsite).
     + **Event Time**: The scheduled time of the event.
     + **Broadcast Type**: Enum option to specify whether the event is:
       - **Onsite** (in-person)
       - **Online** (virtual)
   * **Manage Events**: Admins can:
     + **Edit, Update, or Delete Events**: Modify event details, remove events, or reschedule.
     + **Reschedule Events**: Change the date or time of an event if necessary.
3. **Participant Management**
   * **View and Export Participant Details**: Admins can export participant information (including names, emails, phone numbers) in CSV or PDF format for reporting and analysis.
   * **Confirm Payments**: Admins can confirm attendance payments made by members or well-wishers. Payments can be tracked and managed directly within the platform.
4. **Email Notifications**
   * **Send Event Emails**: Automated emails are sent to participants with event details upon registration.
   * **Send Reminders**: Automatic reminder emails sent a day prior to the event, ensuring participants are reminded of their upcoming event.
5. **Payment Tracking**
   * The system tracks payments made by participants and provides detailed information about the payment status for each individual.

**User (Client) Use Cases**

1. **View Events**
   * Users can browse and view available events, including details such as event topics, guest speakers, dates, times, and venue.
2. **Register for Events**
   * Users can register for one or more events, providing necessary details such as:
     + **Participant Name**
     + **Participant Email**
     + **Participant Phone Number**
3. **Receive Event Information**
   * Upon successful registration, participants will receive a confirmation email with event details. This includes information about the event, such as date, time, venue, and any additional instructions or resources.
4. **Receive Reminders**
   * Participants will also receive reminder emails a day prior to the event, ensuring they are well-prepared.

**System Flow**

1. **Admin Workflow**
   * Admin logs into the system.
   * Admin posts an event with all relevant details.
   * Admin manages event details (edit, delete, reschedule).
   * Admin tracks participant registrations.
   * Admin exports participant data and confirms payments.
   * Admin sends out event confirmation emails and reminders.
2. **User Workflow**
   * User browses available events.
   * User registers for an event by providing their details.
   * User receives confirmation and reminder emails regarding the event.

**System Overview**

* **Email Notifications**: The system automates the process of sending confirmation emails, upcoming event details, and reminders to participants.
* **Event Management**: Admins have full control over event creation, updates, and deletion.
* **Payment Integration**: The platform supports payment tracking for attendee fees, ensuring that event attendance is confirmed only after payment has been processed.