

Atelier Gardens: Event Tracking/Archiving Pilot

1) Purpose/Summary

Goal: A tiny internal web app that documents, reviews, and archives *all* activities hosted or supported at Atelier Gardens (AG) – commercial and impact – so the team can search, learn, and report with evidence.

Why: AG's strategy blends commercial rentals with subsidised impact. Tracking these separately obscures the continuum (free → partial → paid). **One shared archive** becomes a **single source of information** for reporting, storytelling, and strategy.

Outcome: Clear visibility of *who used what, when, and why* - plus lightweight review data - enabling snapshots (e.g., "Q2: 40 activities → 12 free, 15 partial, 13 paid). Scaffolding to build in embedded links (media and feedback forms from clients)

2) Scope (version 1)

- **Record Activities** (events, workshops, shoots, initiatives)
- **List & Detail Views** (sortable, filterable).
- **Review:** reviewer notes.
- **Seed Data:** a handful of recent AG activities for demo/testing.

Out of scope: public pages, file uploads, revenue, alignment - quick rubric (status + alignment score 0–3)

3) Questions This App Answers

- **Use of space:** Which spaces are used most?
- **Balance:** Are impact activities being squeezed by commercial bookings, or vice versa?
- **Portfolio:** Who uses AG and for what types of activities?
- **Evidence:** Replace claims with a verifiable log.

4) Data Model

Entities

1. **users** (contributors/reviewers/admins)
2. **activities** (single table that merges impact + commercial → Reflects holistic business strategy, easier to grasp analytical overview and storytelling)

Relationships

- users (1) – (∞) activities.created_by
- users (1) – (∞) activities.reviewed_by
- tags (1) – (∞) activities
- activities(1) – (∞)tags

5) Tables

users (Limited to Atelier Gardens internal Team to avoid data protection issues)

- id
- user_id
- name
- email
- email_verified_at
- password
- role (**Contributor**: create/update their own activities, read all activities; **Reviewer**: read all, update review fields, edit/update all activities)
- timestamps

activities

- id
- activity_id
- title
- Date
- attendees
- description
- support (free, partial, paid)
- created_by (user_id)
- reviewed_by (user_id)
- status (draft, submitted, reviewed)
- Timestamps
- photos?

7) User Flows

1. **Log an activity** → Contributor creates record → status=submitted.

2. **Review** → Reviewer sets status (reviewed/draft), add comments.
3. **Find & export** → Filter by dates, location, support, status.

Future concept

```
[users] 1--∞ [activities] ∞--∞ [tags]  
          | 1--∞ [bookings] ∞--1 [spaces]
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