Workorder and features list for DSO

Platform language availability

- English
- Arabic RTL (future)

Platform medium

- Desktop web based
- Mobile app for android and iOS

Members of the platform

- Individuals (no restriction to join for free)
- Startup platforms (developed and joined by registered individuals)
- Admin staff for backend. (Admin accounts are created separately)

Features List

Registration & Signup

- Non-Registered visitors Gamification
  - Popup/side pop to show questions to route people to their required page.
- Registration process for visitors
  - Signup and email OTP verification for individuals
  - Sign in, Forgot password
  - Close/Delete Account (standard feature)

Standard Pages

- Homepage
  - Main Banner
  - Gamification
    - 2-3 questions max to reach to desired information.
    - Only visible to non-registered 1st time visitors (through cookie)
    - Can be skipped anytime.
  - Signup/Signin
    - Signin will lead to person's profile
    - Link to startup at top of his/her profile
  - Major sections and introductions
  - Whats happening (Newsfeed. Linked to News page)
    - JVs signed by startups
    - Upcoming courses
    - Upcoming events in different types.
    - Any news added by admin.
  - Leaderboard (top 5. Link to complete list)
- About US

- Contact us
- Search
  - Startups
- Leaderboard
  - Link to person's public profile
- How we work
- Startup Listing
  - List alphabetically
  - List by Industry type
    - Click on profile name to see their profile page
    - Invite to work together

Startup Profile

- Create/manage profile
- Features of public profile
  - About US
    - Short Description
    - Industry we work in.
  - Logos and Cover picture
  - Our Team/Co-Founders
    - Must be already a member of the community. Can be added by searching their names.
  - Or Products/Services
    - Name of P/S
    - Description
    - Pictures
    - Price
  - Our Team
    - Picture
    - Name (linked to individual profile)
  - Manage our services/products
    - Name
    - Description
    - Pictures
    - Price of each service
      - Price for startups for JVs
  - Contact Us
  - Events organized/sponsored by us
    - List of previous events
    - Invitations from other startups
      - Accept/Reject with reason
    - Create new event
      - Invite other startups to sponsor the event.
        Note: there is no further activity at this stage. Other events can only be invited and named here.
      - Accept people invitation to join the event.

- o Our joint ventures (with other startups)
    - ▪ Administer JVs
        - • View Detail signed.
        - • Request to discontinue further or future. (Planned or abrupt)
    - ▪ Already running JVs list
        - • Startup names
        - • JV signed on date
        - • JV duration
        - • Description of work
        - • Services sold.
    - ▪ Lets do business together (invite other startups to do JV)
        - • Services you need (dropdown of our services)
        - • About yourself and your startup
        - • Enter business value
        - • Comments notes
        - • Attachments
        - • Contact person
        - • Offer expiry

Email notifications

An individual can opt-in/out the email notifications anytime from profile.
Here are the emails.

- • Welcome to the site
- • New events of related interest
- • Request for JV
- • Chat request from someone
- • Coaching request from someone
- • Message on your discussion started.
- • General email from admin about your startup.
    - o Rejected startup
    - o Warning message
    - o Event accepted

Messaging/Chat

- o Individual chat to anyone through profile link.
- o Startup can't do chat since they are owned by individuals.

Events

- • Search Event
    - o Search on date span
    - o Search on field of interest
    - o Search on event Type (Workshop, Business event, entertainment etc;)
- • Individual Event Detail
    - o List of events with excerpt and cover-picture
    - o Date/Time

- o Event Type
- o Price of ticket/Free event/Redeem Points
- o Join, Not Join, request to join
  - Upon Request, the administrative startup(s) can accept reject people.
- o Organized by (could be single or multiple organizer startups)

Individual Members

- Create/Manage own profile
  - o Bio
  - o Profile picture
  - o Areas of expertise
  - o Available as Coach/Tutor
- Create/Update a startup
  - o Enter basic info (Name, industry, bio, contact detail etc;)
  - o Add bio about startup
  - o Invite members
    - Assign role (member or co-founder)
  - o Define contact detail.
    - Address, email, phone, website
  - o Add logo and cover picture.
  - o Add gallery items (can be added later on)
- Join a startup upon invitation.
- My Wallet
  - o Fill in with advance cash to make future payments.
  - o Redeem loyalty points to cash.
- Couching request from other individuals. (Questions/answer section individual-to-individual)
  - o People requested through questions that one can reply.
  - o Students can rate your abilities in a short survey form.
- My notifications
  - o Acceptance to join event/course
  - o Request to join a startup
  - o Request to be a coach/trainer
  - o My loyally point threshold achieved
    (e.g. Congratulations, you have successfully achieved 1000 points mark)
  - o Request to jv with another startup. (Only if you are cofounder of the startup)
- My loyalty points
  - o Redeem on courses, events.
- My events
  - o Intended to attend
  - o I am Hosting
  - o Previous
- My Score (score against each activity will e defined in the scoring by admin)
  - o The number of events I attended
  - o The number of startups I created/joined
  - o The number of events my startup has initiated (participated or initiated)
  - o Number of courses I hosted.

- o The number of people I have coached individually.
- Opt-in/out on emails
- Opt-in/out Newsletter

Blogs
- Articles published by admin
- Members can comment under articles.
- Search article based upon text

Chats and Discussion Forums
- Chat individual to individual
- Discussion forum on topics.
  - o Create new discussion
  - o Search existing discussions.
  - o Block abusive and spam messages

News & Updates
- Latest events
- Latest JVs
- Upcoming courses
- Any news inputted by admin

Admin Section
- Dashboard of activities
  - o Events & participation
  - o Courses
  - o Startups registered
  - o Discussions glimpse
  - o Coaches count
  - o Approvals of events
- Administer admins
- Administer news and information
- Administer Newsletters
  - o Create new NL
  - o Publish/Schedule NL
  - o Select people to send NL
- Administer blogs
  - o Add new articles
  - o Unpublish any previous article
  - o View/remove comments on articles.
- Administer people
  - o Block/delete any person
  - o View profile
  - o View loyalty points earned
- Administer startups
  - o Total JV value in AED

- o View JVs
  - Startups profiles
  - Business value so far
  - Offers and initiators
- Administer industries
- Administer static pages
- Administer courses
  - o Approve/Disapprove course
  - o Assign loyalty points
- Administer Wheel of Life (WOL)
  - o Add/Remove questions
  - o Manage score of questions
- Administer discussions on forums
- Administer banners on homepage
- Administer content on homepage, about us, contact us

Assumptions
- Only entity in the whole system is an individual who can:
  - o Create a startup
  - o Create an event
  - o Invite other individuals to join the startup
  - o Become an expert to help others.
- Stripe will be used for payment gateway