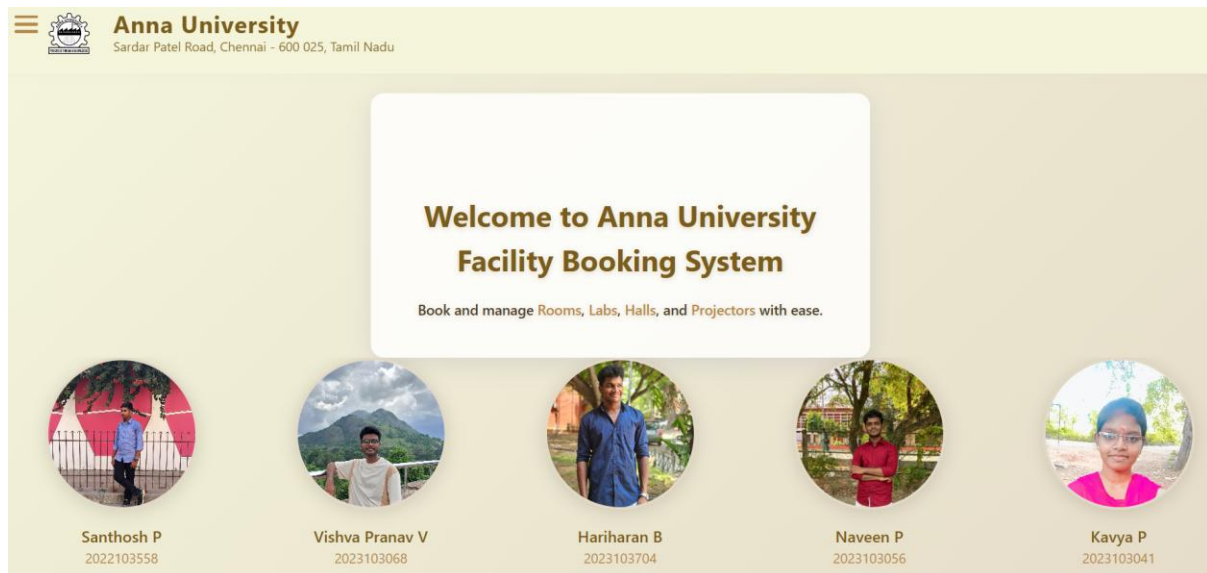


CSEA MEMBER Manual

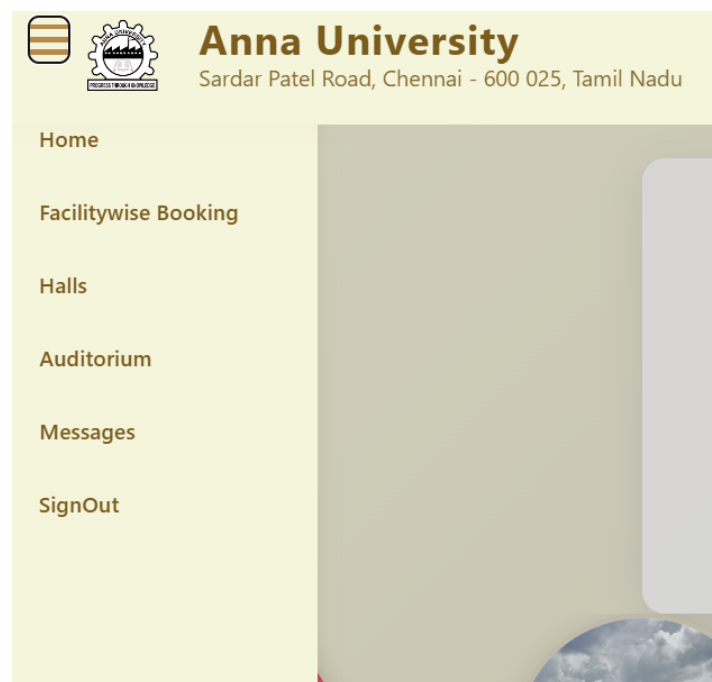
1. Homepage

- A shared landing page for all users after login.
- Displays a personalized welcome message.
- Shows a list of contributors involved in system development



2. Sidebar Navigation

- Sidebar options are dynamically loaded based on the user's role



3. Facility Booking

- Select a desired date from the calendar.
- Choose an available period.
- Filter facilities by type using a dropdown menu.
- Confirm booking.

Facility-wise Booking

Select Date:

July 2025

MoTuWeThFrSaSu

30123456

78910111213

14151617181920

21222324252627

28293031123

Facility Type:

All

KP Room - KP-303

Period 1
08:30 - 09:20
csep2

Period 2
09:25 - 10:15
csep2

Period 3
10:30 - 11:20
csep2

Period 4
11:25 - 12:15
csep2

Period 5
13:10 - 14:00
Free

Period 6
14:05 - 14:55
Free

Period 7
15:00 - 15:50
Free

Period 8
15:55 - 16:45
Free

KP Room - KP-307

4. Hall Booking Request

- Enter:
 - Event Name
 - Date
 - Time Period (within 4 weeks)
- Upload a PDF document as proof of the event.
- Submit the booking request.
- The request will be reviewed by the Admin.

2025-07-292025-07-302025-07-312025-08-012025-08-042025-08-052025-08-062025-08-072025-08-082025-08-112025-08-122025-08-132025-08-142025-08-15

Conference Hall

08:00
Free

08:15
Free

08:30
Free

08:45
Free

09:00
Free

09:15
Free

09:30
Free

09:45
Free

10:00
Free

10:15
Free

10:30
Free

10:45
Free

11:00
Free

11:15
Free

11:30
Free

11:45
Free

12:00
Free

12:15
Free

12:30
Free

12:45
Free

13:00
Free

13:15
Free

13:30
Free

13:45
Free

14:00
Free

14:15
Free

14:30
Free

14:45
Free

15:00
Free

15:15
Free

15:30
Free

15:45
Free

16:00
Free

16:15
Free

16:30
Free

16:45
Free

Turing Hall

08:00
Free

08:15
Free

08:30
Free

08:45
Free

09:00
Free

09:15
Free

09:30
Free

09:45
Free

10:00
Free

10:15
Free

10:30
Free

10:45
Free

11:00
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11:15
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11:30
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11:45
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15:00
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15:15
Free

15:30
Free

15:45
Free

16:00
Free

16:15
Free

16:30
Free

16:45
Free

RUSA Gallery

08:00
Free

08:15
Free

08:30
Free

08:45
Free

09:00
Free

09:15
Free

09:30
Free

09:45
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16:15
Free

16:30
Free

16:45
Free

5. Auditorium Booking

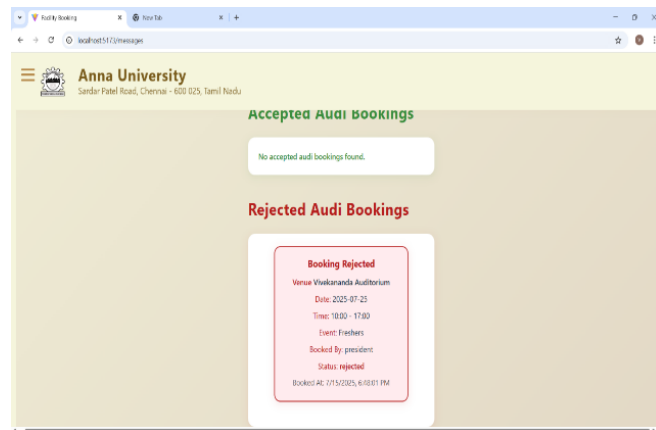
- Select:
 - Auditorium
 - Date
 - Start and End time
- Input:
 - Event Name
 - Additional information
- Upload PDF document as event proof.
- Submit request for admin review.
- Booking requests for halls and auditoriums are subject to **administrator approval**.

The screenshot shows a web browser window with the URL 'localhost:5173/auditorium'. The page header displays the Anna University logo and address: 'Anna University, Sarder Patel Road, Chennai - 600 025, Tamil Nadu'. The main content area features two selectable auditorium options: 'Vivekananda Auditorium' (Block A, Capacity: 500, Features: AC, Projector, Sound System, Selected) and 'Tag Auditorium' (Block B, Capacity: 300, Features: Projector, Sound System). Below these is a booking form with fields for Date (25-07-2021), Start Time (10:00), End Time (12:00), Event Name (Freshers), and Additional Information (The event is something which builds relationship between seniors and juniors). There is also a 'Supporting PDF (max 2MB)' field with a 'Choose File' button. A 'Submit Request' button is at the bottom.

6. Messages & Receipts

- View the status of hall bookings (accepted, rejected, withdrawn).
- Download booking receipts for approved events.

The screenshot shows a web browser window with the URL 'localhost:5173/messages'. The page header displays the Anna University logo and address: 'Anna University, Sarder Patel Road, Chennai - 600 025, Tamil Nadu'. The main content area is titled 'Accepted Hall Bookings' and contains a 'Booking Confirmed!' message box. The message box lists the following details: Hall: KUSA Gallery, Date: 2025-07-15, Event: Freshers, Time: 11:00 - 12:15, Booked By: president, Status: accepted, and Booked At: 7/15/2021, 8:47:03 PM. A 'Download Receipt' button is located at the bottom of the message box.



Withdrawn Hall Bookings

Booking Withdrawn

Hall: Conference Hall

Date: 2025-07-25

Time: 08:00 - 08:30

Booked By: faculty01

Status: **withdrawn**

Booked At: 24/7/2025, 6:03:43 pm