Eventmanager 'phpEventMan v1.0.2'

Common navigation issues are grouped in the left sidebar. There you find these things:
– link 'Eventmanager' : directs to the application
– link 'Usermanagement' (if you are logged in as admin)
– log in/out buttons : does log you in or out. If no one is logged in, the Eventmanager runs in a Guest mode.
– User Preferences : This link comes up, when a user is logged in. He can edit his user data in the upcoming dialog

Logging in

For logging in, simply enter your name in the first input field, the password in the second field. Then push send. If the combination was wrong, you come out again on this site and can retry.

Event overview

After you successfully logged in, this overview will show up.
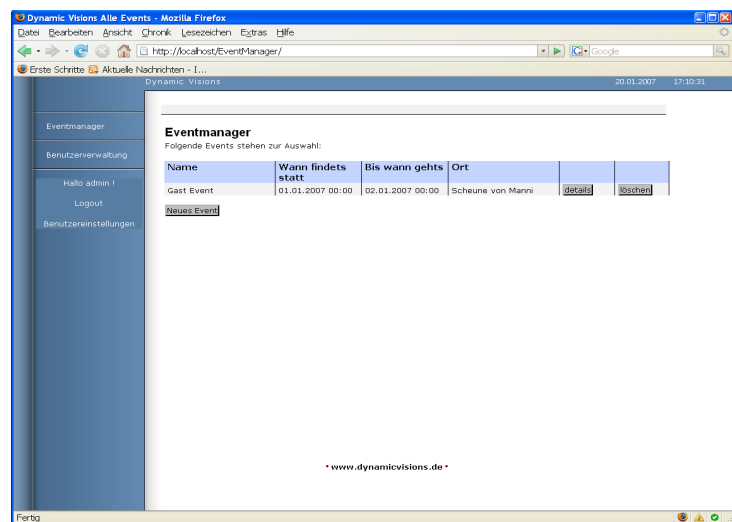
All events where you are participated. Either as participant or self as organisator. The table contains the most interesting issues for an event.

These actions are possible here:

– create a new Event

– show details for an Event

– delete Event

Event Overview

Create an delete are restricted functions. That means, that a simple participant is unable to create or delete events. An organisator can delete his own events, and create new ones. An admin is always allowed to create or delete.
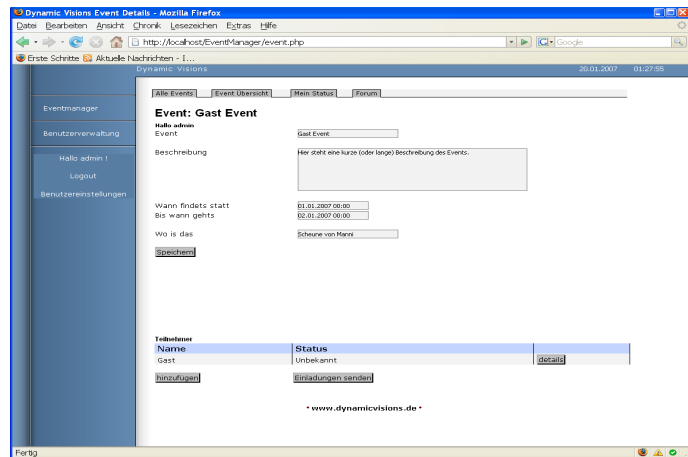
Event details

You can view an events details by hitting the button 'details'. Note, that there are four tabbed links now. They appear on some other views, too. But i will not mention them again in this text.

On this view you will find the data from the overview, a description of the event, a list of all invited persons and their participation status. Last but not least you can do a few things from here. Lets take a look at the possible actions.

Tabs:

– Alls Events: go back to the previous overview table

– Event overview: current view

– My status: opens a view, where you can set aour participation status

– Forum: Participants can discuss here, they have here the possibility to place suggestions for the event.

Event details

Site:

– Save : Saves the detail data of the event.

– Participant table 'details': invokes a detail view on this participant. (only organisator/admin)

– Participant table 'add': here you can invite participants.(only organisator/admin)

– Participant table 'send invitations': Sends an Invitation e-Mail to all persons in the list.(only organisator/admin)

Note, that these three functions are not possible for participants. Organisators are able to perform those on their events. Admin are allowed to do so on all.
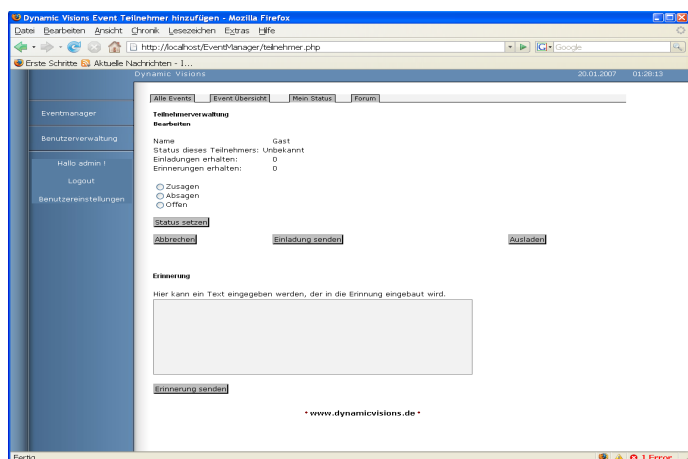

Participant details

This is a administration view for a participant. You (imagine you are the organisator) can view more details from your guests status.

So, additionally you can see, how many invitations this guest has received. The same with reminder.

Furthermore you can set the status for the guest – necessary if the guest is not able to do it hisself for some reason.

You have the possibility to send the invitation again to this guest. Or you can remind him, and write a nasty text, that will be part of the reminder mail.

Last but not least, you can remove this guest from the participant list. Then, this event is not visible for him anymore.
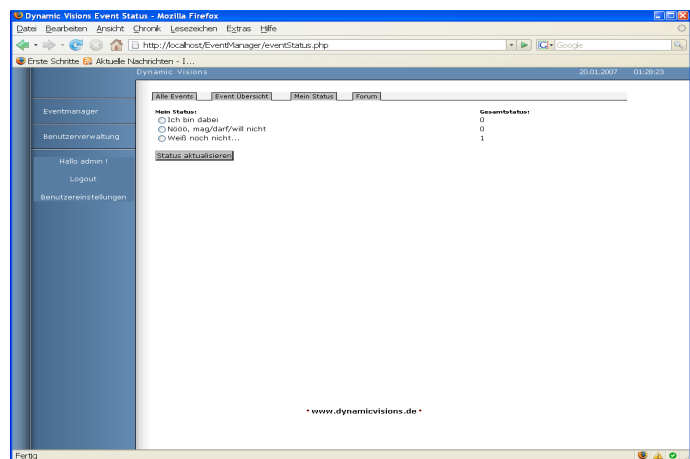

Participant details

Summary of actions:

- set status: Save the status for this guest as selected by the radio buttons
- send invitations: Send the invitation to the user
- retire invitation: Removes the guest from the participants list. He will be no guest of this event anymore.
- Send reminders: Sends a reminder E-Mail to this user. The text field gives you the possibility to add some personal words to the reminder.

My Status

Here you can set your status. Status means, if you do participate at this event, or not. Or if you dont know yet.

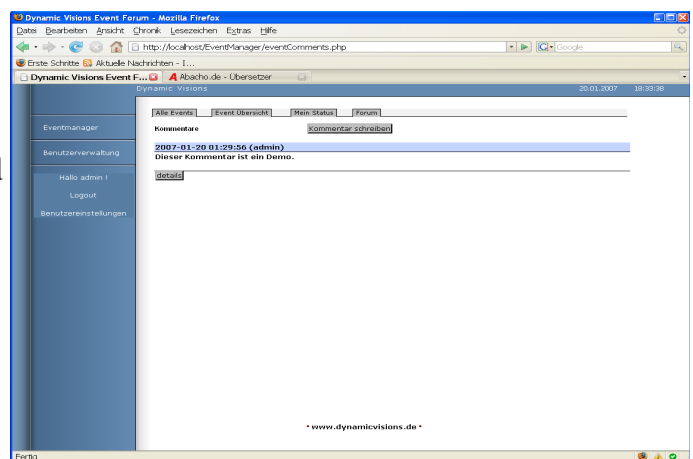The only action here is 'Refresh status', which stores your choosen status.

My status

Forum

This dialog provides a small discussion plattform, where participants can place suggestions, plan or even complains around this event.

There are a few actions, that can be performed here:

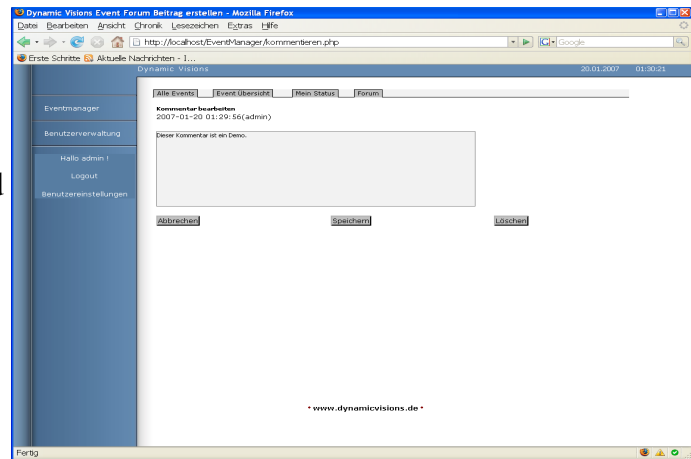- add comment
- edit comment (organisator/admin)

Forum

Forum edit/add entry

This subdialog is thought for adding and editing forum entrys (also called comments). These action are avaiable:
- save: Stores the comment
- delete: removes the comment from the forum. This is only avaiable to admins and organisators
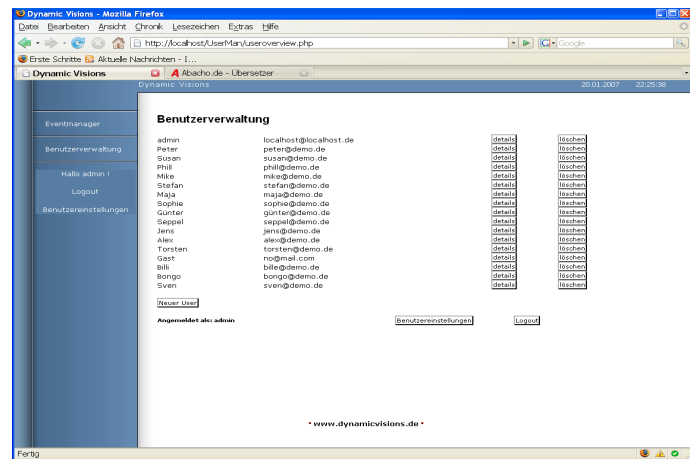

Forum edit/add entry

User Administration

Overview

The main screen of the user management show a list of all registered users. Here you can add new users, edit existing ones, or delete one.

These actions are avaiable:

– details: Shows users detail data

– delete: removes user from the system

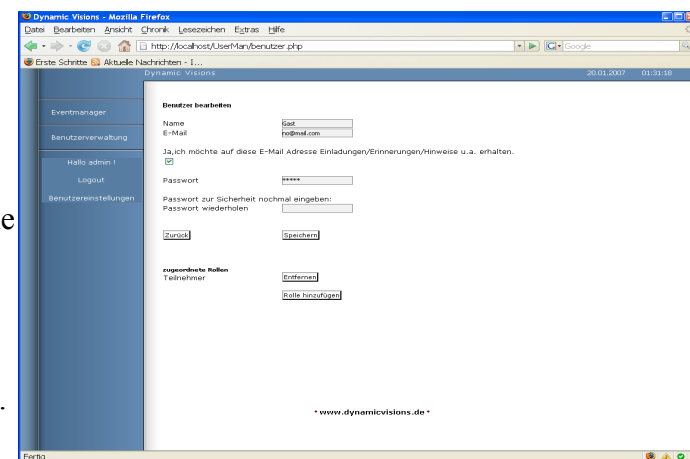– new user: adds a new user to the system

User Overview

Edit user

This view is used for adding and editing an user. Userdata like name, e-mail and password is entered here. Name and e-Mail are mandatory. Password is not, so it can event stay empty. But its suggested, that at the latest the user itself enteres one.

When you finished editing, you can persist your work with the button 'save'.

Furthermore you can assign a role to the user. By default, every new added user is participant. You can upgrade him to the predefined roles 'organisator' or even 'GOD' (this is the admin role).
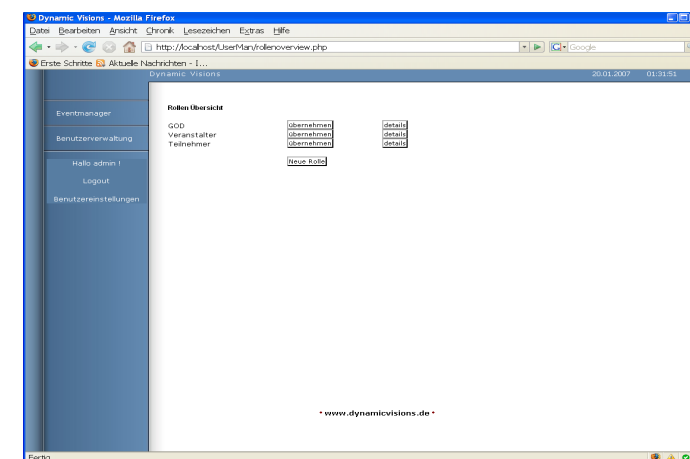
Assigning a role starts with a push on the button 'Assign role'.

Edit user

Role overview

A list of the avaiable role. You can overtake one, create a new one or view a roles details.
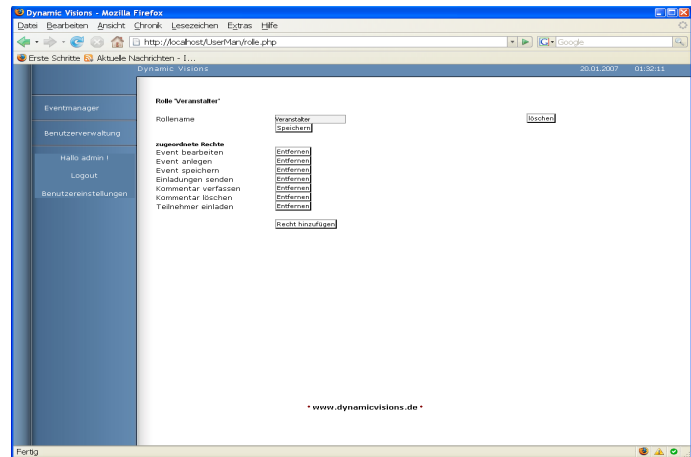

Role overview

Role details

The role details view presents another list. A list of assigned rights.

Here you can add/remove rights, delete the current role and last but not least change the name of the role.

Role details