

EVENT MANAGEMENT APPLICATION

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Abstract— *The purpose of this essay is to explore the services that will guarantee excellence in event management procedures. Today social networks and services are one of the most important parts of our everyday life. Most of the daily activities, such as communicating with friends, reading news or dating is usually done using social networks. However, there are activities for which social networks do not yet provide adequate support. This paper focuses on event management. The main objective of this service is to provide users with the possibility to create any event they desire and to invite other users. The study's data came from both primary and secondary data sources (observations, internet resources, and visual media). This application supports the creation and management of events like technical and non- technical events. Here we discuss the project architecture as well as the detailed implementation of the case life cycle.*

Keywords: *Event management, case life cycle, events*

1. INTRODUCTION

1.1. USE CASE DESCRIPTION

The educational institution XYZ University provides students with a variety of courses, including B. Tech, M. Tech, MBA, and MCA. Throughout each academic year, the institution hosts a wide range of activities, including conferences, seminars, workshops, and cultural festivals. To manage the many responsibilities involved in event planning, the institution intends to create an event management system. This application will, at a high level and with the initial Phase I release: Permit University academic members to organize different technical and cultural activities. Permit the events to be reviewed and approved by the approving authority. Allowing students to view future campus activities and allowing management to view a detailed report of all events.

2. LITERATURE REVIEW

Events are becoming more and more important for companies as an instrument of marketing communication.

Event management is an interdisciplinary task field. Careful preliminary planning and precise execution are extremely important for events, modeling languages can contribute greatly to the systematic design of the event management system. Accordingly, this article will make recommendations for application system and organization-design in the form of a reference process model for event management.

The main idea of this project is used to maintain the College Event information and organize the event and to send the Student Registration time through sums with verification code to the student using a mobile application based on Android App. The tools constitute Android SD development, Java Jed, Eclipse in mobile applications which will be displayed when an authorized person uses the software and developed on Linux environment which is platform dependent in mobility application. The back-end tool constitutes SQLite database and developed on Windows environment which is platform independent.

In conclusion, a literature review on event management systems highlights the benefits and challenges associated with their use, and provides a foundation for future research. The evidence suggests that event management systems have the potential to greatly improve the efficiency and effectiveness of event planning and execution, but careful consideration should be given to factors such as the size and complexity of the event and the level of support from event stakeholders when implementing such systems.

3. OBJECTIVES

- Manual hours that need to be spent in record keeping and generating reports are no longer required, it is generated automatically.
- Categorization of services.
- Automatically mail to a particular user.

3.1. SCOPE

- It speeds up and makes the procedure simpler.
- Reduce manual power
- The procedure is routed automatically.
- Interactive U.I for easy and quick operations.

3.2. N

EED FOR THE CURRENT STUDY

- To facilitate the work
- To efficiently automate the process

3.3.FEASIBILITY ANALYSIS

- Instead of developing our project with the JAVA or another platform, we've developed with the help of PEGA which helps the business developers to analyze the flow of the project.
- It automates all the processes which reduces manual work.
- The application is reusable when it is developed in the framework layer, thus reducing the development time.

3.4 REQUIREMENTS

- Allow faculty members of the University to plan various technical and cultural events
- Allow approval authorities to review and approve the events
- Allow Students to see the upcoming events in the campus
- Allow the management to see the complete report of all the events that happened in a year.

Speaker Confirmation: Faculty will identify the list of speakers and send a mail to them to know their availability/willingness to participate in the event.

Speaker accommodation and Itinerary: Faculty will send a form to the speaker who has accepted to participate in the event to know their travel and accommodation requirement. Upon receiving the replies, the faculty will consolidate the requirements.

Schedule Preparation: Faculty will prepare the day/time/activity wise schedule for the entire event. The PDF which contains the event details along with the schedule will be created.

Sponsorship Management: Faculty will send an email to each potential sponsor about the event and request for sponsorship.

Catering Management: Faculty will place a catering order to the university canteen and get the cost from them and confirm the order.

EVEN
T
MANAGEMENT SYSTEM

PROCESS OVERVIEW

Event Management application will include following process,

Event Creation: Faculty (Event host) can create an event along with its estimated budget and send the same for approvals.

Approval: The event details sent by the faculty members are initially reviewed by the department heads and depending on the budget, it can be further reviewed by a set of approvers. They can either approve/negotiate/reject it. In case of rejection or negotiation, a proper reason along with alternatives can be provided.

Venue Booking: Once the event is approved, faculty can book any of the centralized venues available in the University campus. There can be more than one venue booked for an event.

Equipment booking: If the venues are not equipped with the required audio/visual equipment, the faculty can send their requirements to the University admin and it will be arranged for the event.

DESIGN OF PROPOSED SYSTEM

Event Creation
Faculty logs to the Event Management Application with their official Email Id and password.

There will be a Menu with links such as “Create and Submit Event Proposal”, “View My Events”, “Log off”.

Faculty clicks the “Create and Submit Event Proposal” link. The below information will be submitted in the portal by the faculty.

- Event Details
- Planned Dates for the event
- Planned number of Participants and registration fee
- Proposed Budget Amount for the event
- Submitters (Faculty) details

Once the user submits the information the form is routed for approval.

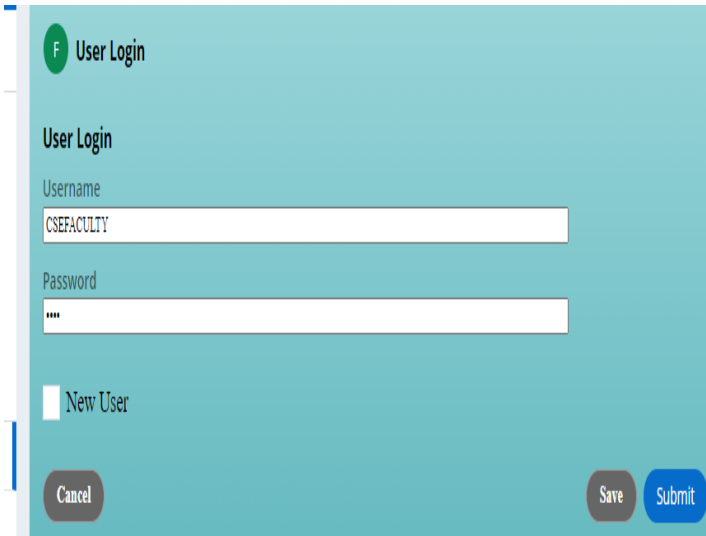
Approval

- The event proposals submitted by the faculty will be routed to their department head first.

Department head can approve/suggest some changes/reject the proposal.

- Once approved, depending on the budget amount, it needs to be reviewed by other levels as follows.
- At each level, the proposal can be either approved/rejected based on the budget.
- The decision of the approvers will be sent to the faculty by email.





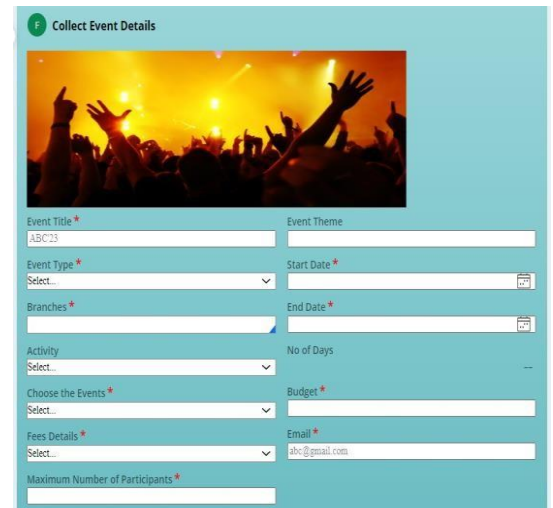
F User Login

User Login


Username
CSEFACULTY

Password

New User



F Collect Event Details



Event Title *
ABC23

Event Theme

Event Type *
Select...

Start Date *
[Calendar Icon]

Branches *

End Date *
[Calendar Icon]

Activity
Select...

No of Days
--

Choose the Events *
Select...

Budget *

Fees Details *
Select...

Email *
abc@gmail.com

Maximum Number of Participants *

Any amount	HOD
>=100000	Dean
>=200000	Principal
>=500000	Chairman

Venue Booking

- Faculty can login and check the approved events.
- Once approved, they can start booking venues for the event. There can be more than one venue booked for the event.
- University will maintain a list of venues in the campus with the following details. 1. Venue code, name, block name, seating capacity, laptop available? projector available? Mike available? Speakers available? Board available?



H Approval

Event Title
V-Prayukti

Start Date
2/10/2023

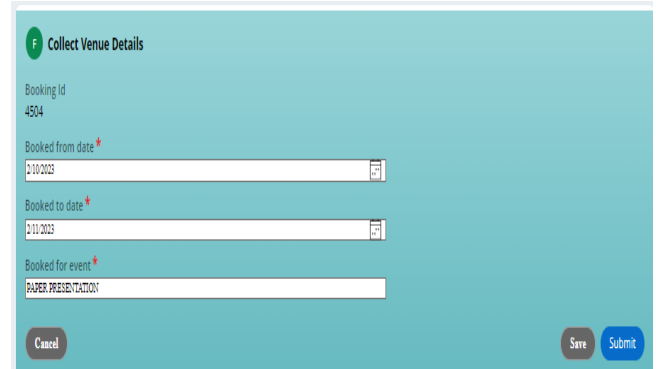
End Date
2/11/2023

Maximum Number of Participants
500

Budget
\$100,000.00



- The booking details will be maintained as follows.
 - Booking ID, Venue Code, booked from, booked to, booked for event, booked by the faculty can search the venues based on the seating capacity required and the dates on which it is required.
- The list of venues will be displayed and faculty can select and book the venues.
- The Database tables are updated accordingly.



Collect Venue Details

Booking Id
4504

Booked from date *
2/10/2023

Booked to date *
2/11/2023

Booked for event *
PAPER PRESENTATION

Buttons: Cancel, Save, Submit



Venue login

CheckID

Venue ID *
BIT01

Venue *
CSE Seminar Hall

Buttons: Cancel, Save, Submit

Equipments

Buttons: Add Item, Delete

Equipments Name	Numbers Required
1 Mike	5
2 Speaker	5

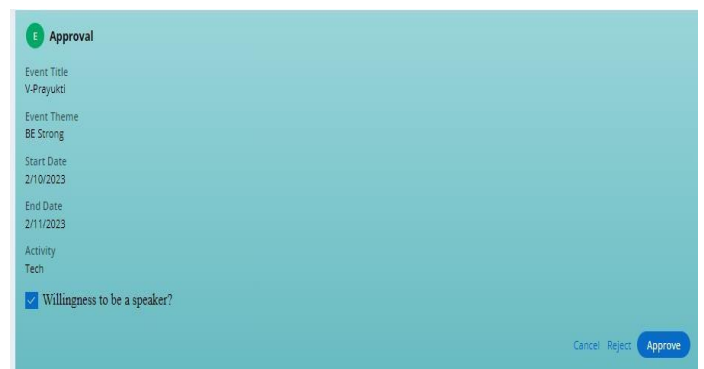
Buttons: Cancel, Reject, Approve

Information

- Assume that there is a list of guest speakers available with the event host.
- Faculty will select the speakers from the list and send them an invite through an email.
- There will be a form sent along with the mail which requests the speakers to specify their willingness to participate in the event.
- If the faculty doesn't get confirmation in 2 days' time, the remainder can be sent again.
- If the speakers reply with "not available to participate", the faculty will repeat the process with other available speakers from the list.

Equipment booking

- There will be a central repository of audio/visual equipment such as projectors, mike, speakers etc
- Faculty can place a request to university admin to arrange the required numbers of equipment for the event.
- This step will be done if the booked venues are not equipped with such a facility.
- University Admin will review and notify the faculty for confirmation.



Approval

Event Title
V-Prayukti

Event Theme
BE Strong

Start Date
2/10/2023

End Date
2/11/2023

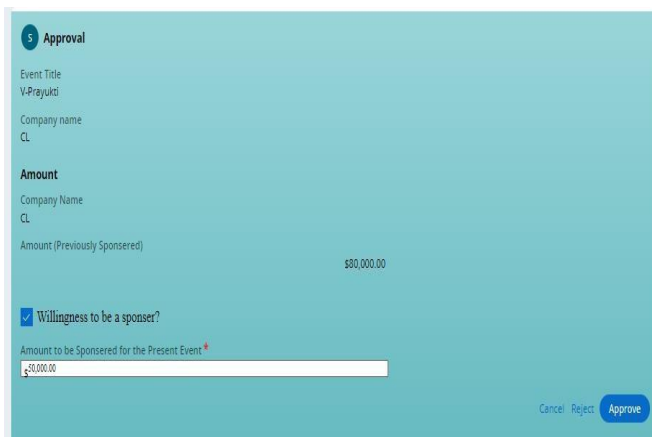
Activity
Tech

Willingness to be a speaker?

Buttons: Cancel, Reject, Approve

Sponsors Management

- Event organizer sends a mail to each potential sponsor. The mail will mention the potential benefits the sponsor will get to advertise their brand during the event.
- A form is sent along with the mail, which enquires the willingness to sponsor, and the amount.
- Once the form is received back the event organizer will consolidate the details of all the sponsors.
- The system sends a thank you email for the sponsors.
- The system calculates how much of the total budget is covered by sponsorship.



5 Approval

Event Title
VPrayukti

Company name
CL

Amount

Company Name
CL

Amount (Previously Sponsered) \$80,000.00

Willingness to be a sponsor?

Amount to be Sponsered for the Present Event*
\$40,000.00

Cancel Reject Approve



Refreshment Requirement

Once a Day
 Twice a Day

Snacks Details

Biscuits

Numbers Required

500

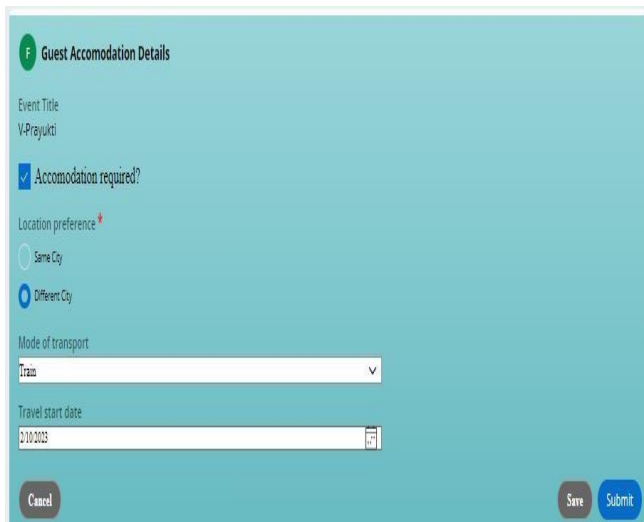
Lunch Count

500

Cancel Save Submit

Speaker Accommodation and Itinerary

- Following process has to be followed for the speakers who have confirmed their participation.
- The form which collects the details of travel and accommodation needs will be sent to the speakers through an email.
- They can submit the details by filling the information in the form.
- After collecting information from all the speakers, the consolidation of how many cabs required, and how many rooms need to be booked will be done by the faculty.



Guest Accomodation Details

Event Title
V-Prayukti

Accomodation required?

Location preference *

Same City
 Different City

Mode of transport

Train

Travel start date

12/10/2023

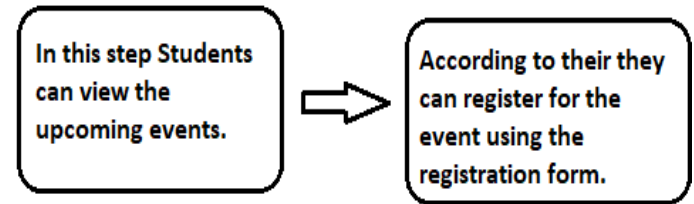
Cancel Save Submit

Students

- Students should login and see the upcoming events in the campus.
- Enroll themselves for the active participation.

Student login/ signup

Registration step

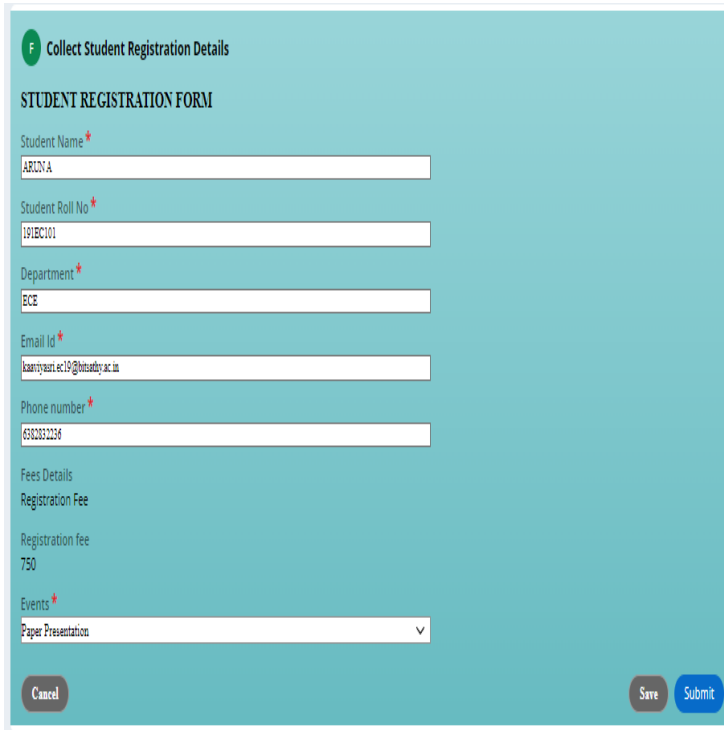


STUDENT REGISTRATION CASE TYPE



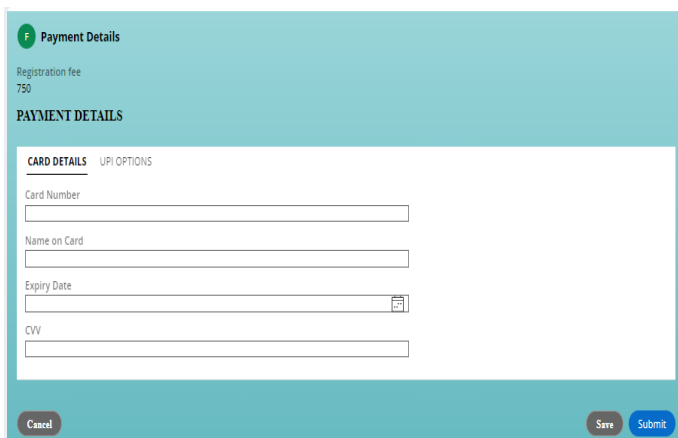
Catering Management

- Event organizer will enter the details of the food and refreshments required for the event.
- The order will be sent to the University Catering Unit.
- Catering Admin will review the order and send the cost for the same.
- Event organizer will accept and confirm the order.



Payment

- After successfully submitting the needed registration information, the user is sent to the payment procedure.
- The procedure concludes with a successful registration after payment.



REFERENCES

[1] Theocharis, 2008, Special event management and event marketing: A case study of TKBL All Star 2011 in Turkey.
[2] H. Sharma[2007-17] Event Education [Online]. Available: <http://www.eventeducation.com>

V. CONCLUSIONS

Mobile applications are of utmost importance when companies market their products or services. The proposed system aims to bridge the gap between vendors and users and provide them a platform to interact and manage events. The proposed system can be said to be successful when it delivers a proper channel to easily and effectively manage their event and provide a good quality of service to the customers in real time.