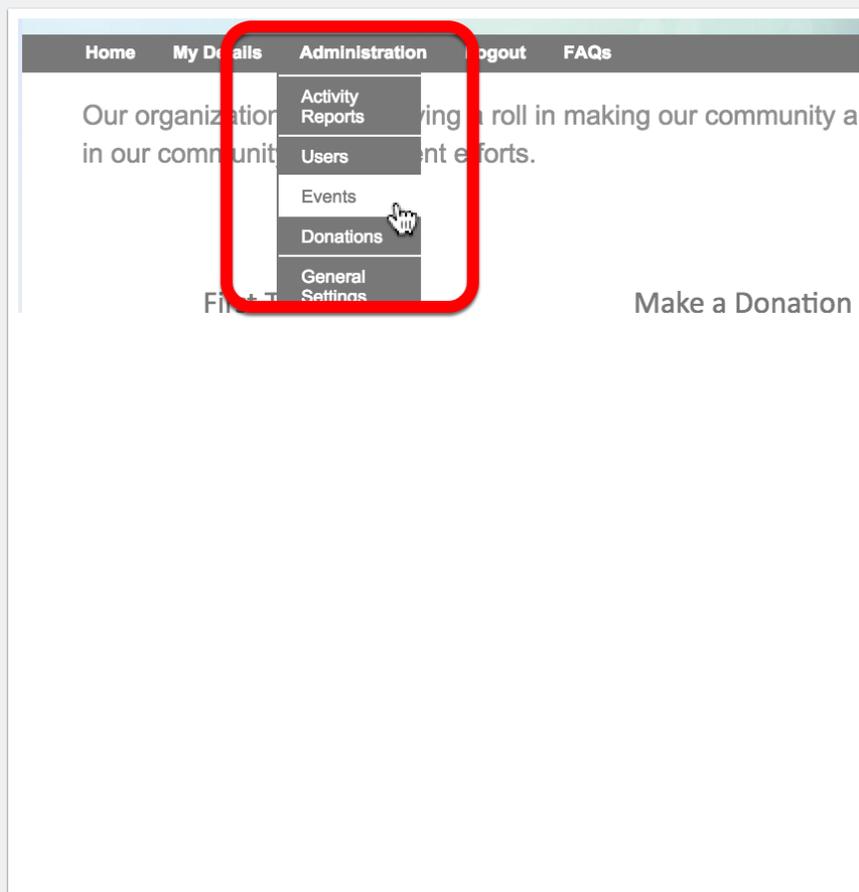


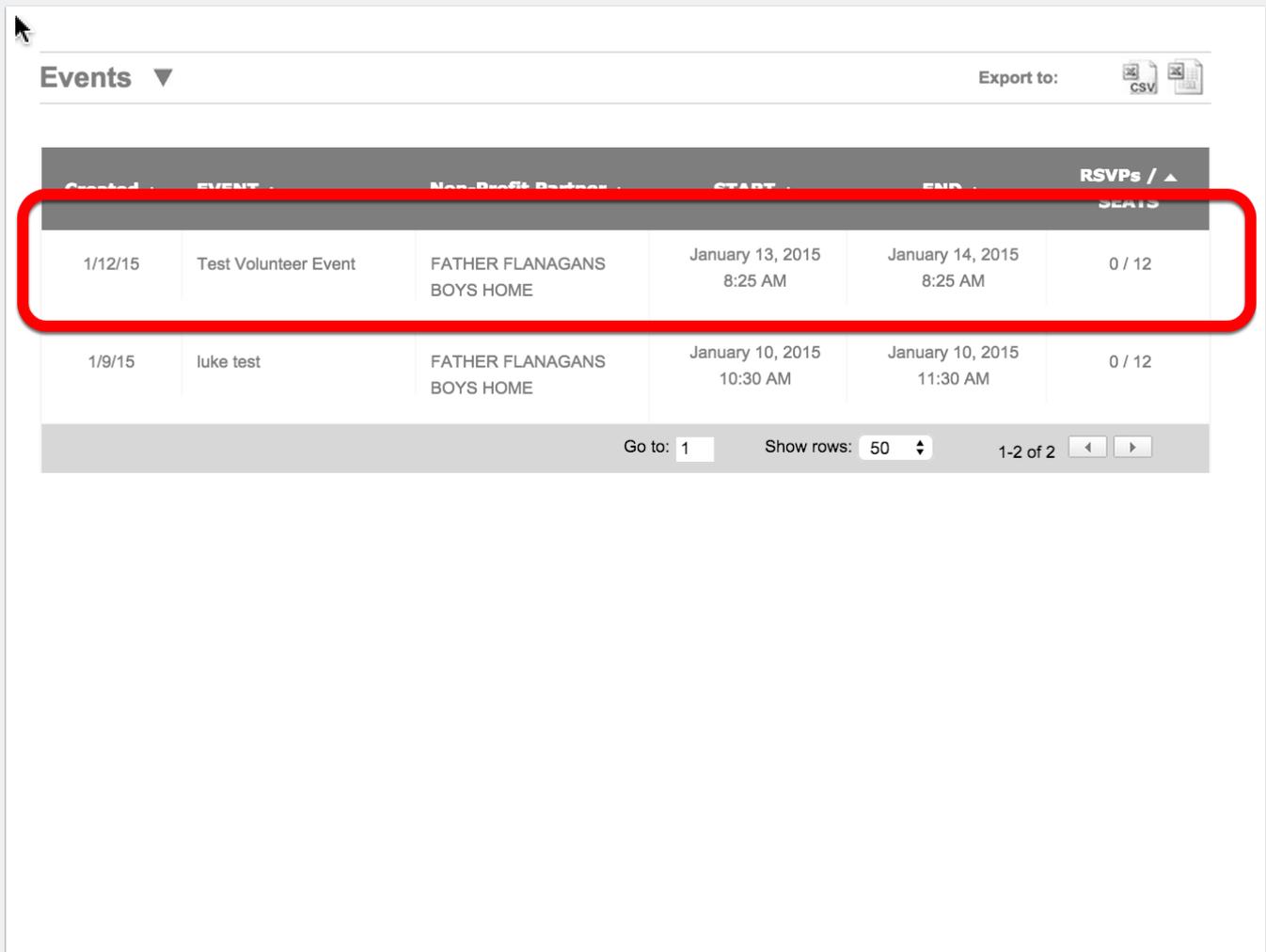
Admin - Managing Events

Admin - Under the "Administration" drop-down, select "Events."



Admin - Managing Events

Admin - Click on the event to be modified.



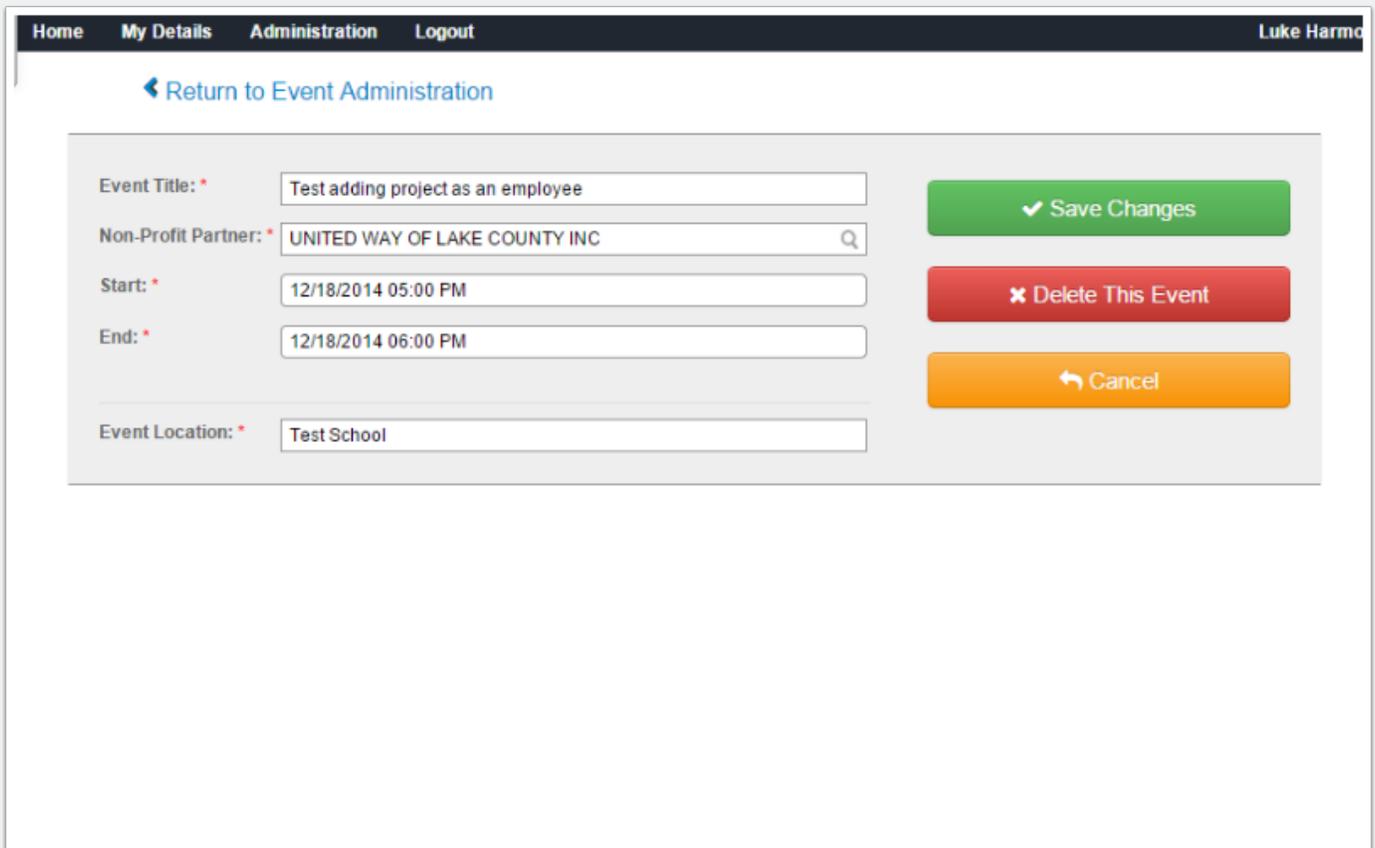
The screenshot shows a web interface for managing events. At the top left, there is a mouse cursor and the word "Events" with a dropdown arrow. To the right, there is an "Export to:" label and icons for CSV and PDF. Below this is a table with the following columns: "Created", "EVENT", "Non-Profit Partner", "START", "END", and "RSVPs / SEATS". The first row of the table is highlighted with a red border. The data in this row is: "1/12/15", "Test Volunteer Event", "FATHER FLANAGANS BOYS HOME", "January 13, 2015 8:25 AM", "January 14, 2015 8:25 AM", and "0 / 12". The second row contains: "1/9/15", "luke test", "FATHER FLANAGANS BOYS HOME", "January 10, 2015 10:30 AM", "January 10, 2015 11:30 AM", and "0 / 12". At the bottom of the table, there is a pagination control with "Go to: 1", "Show rows: 50", and "1-2 of 2".

Created	EVENT	Non-Profit Partner	START	END	RSVPs / SEATS
1/12/15	Test Volunteer Event	FATHER FLANAGANS BOYS HOME	January 13, 2015 8:25 AM	January 14, 2015 8:25 AM	0 / 12
1/9/15	luke test	FATHER FLANAGANS BOYS HOME	January 10, 2015 10:30 AM	January 10, 2015 11:30 AM	0 / 12

Admin - Managing Events

Admins - Manage, edit or delete event.

All aspects of the event may be changed. Admins may modify all events.



The screenshot displays a web application interface for event management. At the top, a navigation bar includes links for 'Home', 'My Details', 'Administration', and 'Logout', with the user name 'Luke Harma' on the right. Below the navigation bar is a blue link labeled 'Return to Event Administration'. The main content area features a form for editing an event. The form includes the following fields:

- Event Title:** Test adding project as an employee
- Non-Profit Partner:** UNITED WAY OF LAKE COUNTY INC
- Start:** 12/18/2014 05:00 PM
- End:** 12/18/2014 06:00 PM
- Event Location:** Test School

On the right side of the form, there are three action buttons:

- Save Changes:** A green button with a checkmark icon.
- Delete This Event:** A red button with an 'x' icon.
- Cancel:** An orange button with a back arrow icon.

Admin - Managing Events

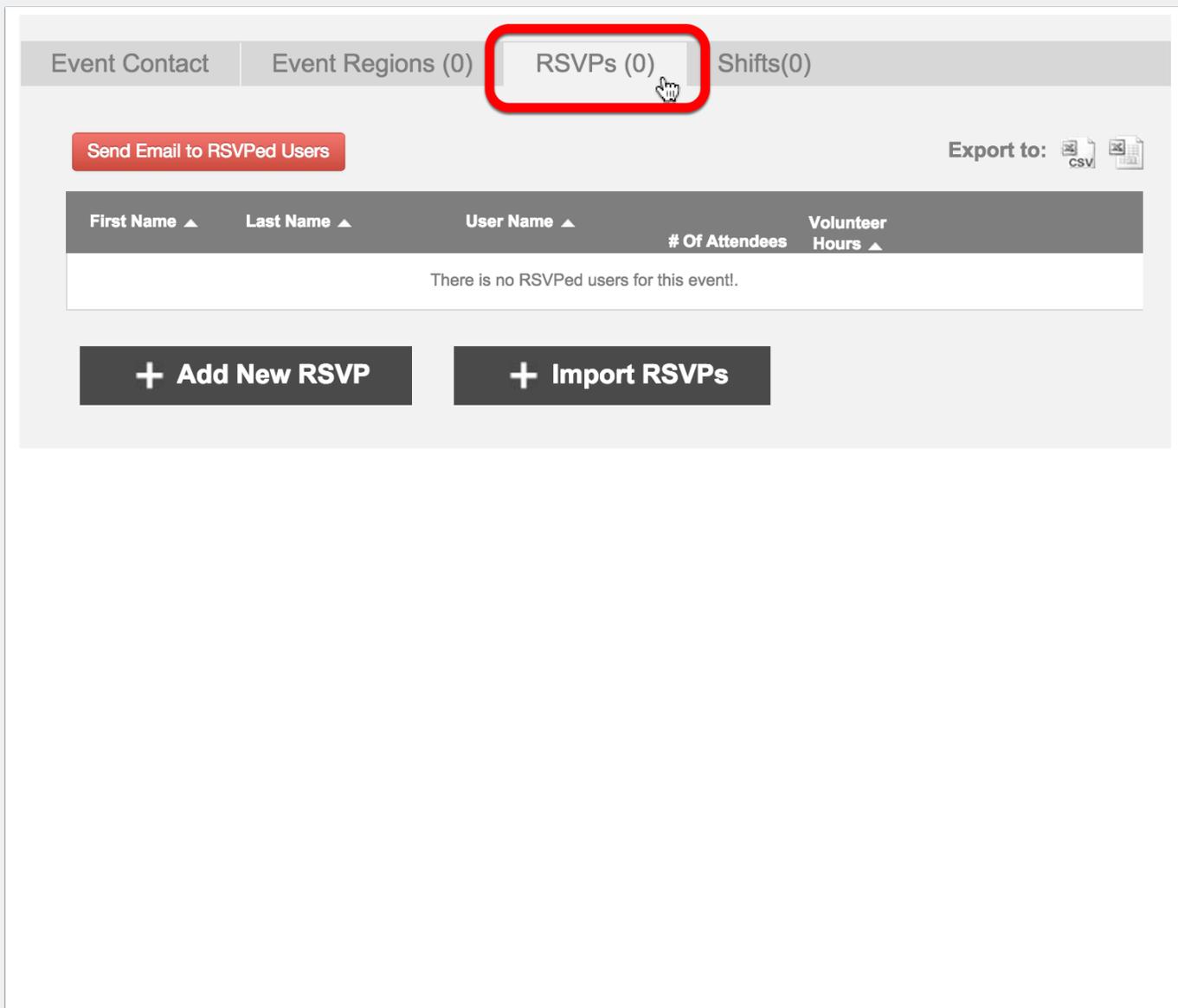
Admins - Manage shifts.

The screenshot displays the 'Admins - Manage shifts' interface. At the top, there are four tabs: 'Event Contact', 'Event Regions (0)', 'RSVPs (0)', and 'Shifts(0)'. The 'Shifts(0)' tab is highlighted with a red rectangular box. Below the tabs, there is a table header with three columns: 'Event Title', 'Starts', and 'Ends'. Below the table header, there is a dark button with a white plus sign and the text '+ Add Shift'.

Admin - Managing Events

Admins - Emails to Employees

Admin can send emails to employees who RSVP to an event.



The screenshot displays the 'Admin - Managing Events' interface. At the top, there are four tabs: 'Event Contact', 'Event Regions (0)', 'RSVPs (0)', and 'Shifts(0)'. The 'RSVPs (0)' tab is highlighted with a red rectangular box. Below the tabs, there is a red button labeled 'Send Email to RSVPed Users' and an 'Export to:' section with icons for CSV and PDF. A table header is visible with columns: 'First Name ▲', 'Last Name ▲', 'User Name ▲', '# Of Attendees', and 'Volunteer Hours ▲'. The table content area is empty, displaying the message 'There is no RSVPed users for this event!'. At the bottom, there are two dark buttons: '+ Add New RSVP' and '+ Import RSVPs'.

Admin - Managing Events

Admins - Searching and filtering for events.

1. Click "Search."
2. Apply search conditions.
3. Click on the event you would like to review or edit.

The screenshot displays the Admin - Managing Events interface. The top navigation bar includes 'Search', 'Add Events', and 'Setup'. The 'Search' button is highlighted with a red circle and a '1' in a black circle. Below the navigation bar, the 'Additional Conditions' section features a '+ Add new condition' button, also highlighted with a red circle and a '2' in a black circle. A 'Search' button is located below the conditions section. The 'Events' section shows a table of events with columns for 'Event ID', 'Event Name', 'Event Location', 'Event Start', 'Event End', and 'RSVPs / SEATS'. The first row of the table is highlighted with a red circle and a '3' in a black circle. The table data is as follows:

Event ID	Event Name	Event Location	Event Start	Event End	RSVPs / SEATS
12/15/14	Test adding project as an employee	UNITED WAY OF LAKE COUNTY INC	December 18, 2014 5:00 PM	December 18, 2014 6:00 PM	1 / 5

At the bottom of the table, there are controls for 'Go to: 1' and 'Show rows: 50'.