



## Online Registration

### *Integrated web-based registration system*

Online Registration is a web-based application to enable registrants to register for events. It is integrated with Traverse Accounts Receivable for a fast, efficient means of entering and posting registrations. The Online Registration module is an add-on application for Traverse and is used to configure and publish events in the web application. Much of the appearance and layout of the web application can be controlled via options and settings in the module. In addition, the Online Registration module is used to review, approve, process, and invoice registrations entered online by web users.

Online Registration is the perfect solution to improve the profitability of your business. It provides a streamlined registration system for training, conferences, and meetings. The web application is user customizable to fit your business needs. Configuration of the event is provided through a user interface that is easy to use and allows for most html tags and features to enable you to publish professional looking event pages with internal and external links.

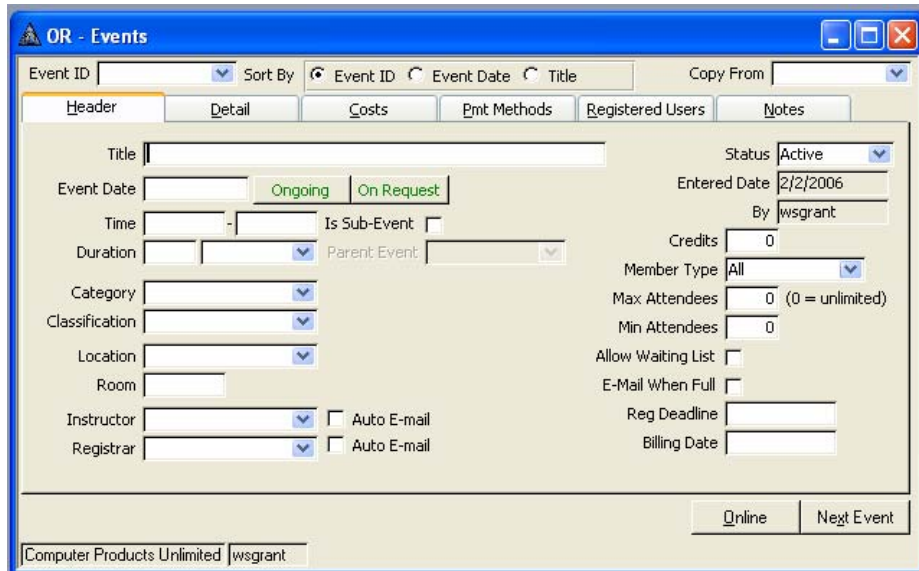
Registrations can be entered at any time in the web application. The web application will be polled on a cyclic basis in order to download the registrations from the web into Traverse.



*The Online Registration module is a fully integrated application for Traverse*

## Additional Online Registration Features:

- function key driven
- easy learning curve
- email to registrant with option to email the registrar and/or instructor per event
- events with optional sub-events
- online secure payment processing
- automated web publishing
- minimum attendee per event
- maximum attendees per event with optional waiting list
- registration deadline per event with separate billing date
- multiple registration payment methods per event
- batch invoicing by event
- multiple pricing levels
- online account setup for new registrants



The screenshot shows a software window titled "OR - Events" with a blue header bar. Below the header is a navigation menu with tabs: "Header", "Detail", "Costs", "Pmt Methods", "Registered Users", and "Notes". The "Header" tab is selected. The main area contains various input fields and controls:

- Title:** A text input field.
- Event Date:** A date input field with "Ongoing" and "On Request" buttons.
- Time:** A time range input field.
- Duration:** A dropdown menu.
- Is Sub-Event:** A checkbox.
- Parent Event:** A dropdown menu.
- Category:** A dropdown menu.
- Classification:** A dropdown menu.
- Location:** A dropdown menu.
- Room:** A text input field.
- Instructor:** A dropdown menu with an "Auto E-mail" checkbox.
- Registrar:** A dropdown menu with an "Auto E-mail" checkbox.
- Status:** A dropdown menu set to "Active".
- Entered Date:** A date input field set to "2/2/2006".
- By:** A text input field set to "wsgrant".
- Credits:** A text input field set to "0".
- Member Type:** A dropdown menu set to "All".
- Max Attendees:** A text input field set to "0 (0 = unlimited)".
- Min Attendees:** A text input field set to "0".
- Allow Waiting List:** A checkbox.
- E-Mail When Full:** A checkbox.
- Reg Deadline:** A text input field.
- Billing Date:** A text input field.

At the bottom right, there are "Online" and "Next Event" buttons. At the bottom left, the text "Computer Products Unlimited | wsgrant" is visible.

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