

Events & tickets

Community / Core workflow guide

Manage event capacity and attendance.

BUILD STATUS

Development preview 0.1.0. These diagrams describe the shipped core records and state actions. They are not interface screenshots. Full UI walkthrough and live Hostinger acceptance are pending.

The record sequence

1

Events

Create this reference data first.

2

Attendees

Create this reference data first.

3

Tickets

References: events, attendees

Follow the workflow

Create an event and attendee, reserve a ticket within capacity and check it in once.

BEFORE YOU BEGIN

Sign in, select your workspace and open this system. Create referenced records first. Use fictional data for testing and protect any personal or confidential information.

Know your records

Data reference / Inputs and computed values

Events

Field	Input type	How to use it
Name	text	Plain text, up to 200 characters.
Location	text	Plain text, up to 200 characters.
Starts at	datetime	Date and time; end must follow start where paired.
Capacity	integer	Non-negative whole number. Use a practical capacity or score.
Ticket price	money	Non-negative amount; at most two decimal places.

Attendees

Field	Input type	How to use it
Name	text	Plain text, up to 200 characters.
Email	email	A valid email address; demo examples are fictional.

Tickets

Field	Input type	How to use it
Event id	ref	Select a workspace record from events.
Attendee id	ref	Select a workspace record from attendees.
Quantity	integer	Non-negative whole number. Use a practical capacity or score.
Total	computed money	Calculated by the server; not a user input.

Every record also has a workspace identifier, state, version and timestamps. Reference selection and server checks prevent a record from linking to another workspace.

Operate with confidence

Actions, permissions and safe recovery

Available state actions

Record	States	Actions
Events	open	Reference data; no state action.
Attendees	active	Reference data; no state action.
Tickets	pending > confirmed > checked_in > cancelled	confirm to confirmed, check in to checked in, cancel to cancelled

Capacity and attendance

- Ticket totals use event ticket price multiplied by quantity. Confirmation checks event capacity.
- Check-in follows confirmation and is accepted once through the versioned state action.
- PDF verification identifies a generated document. It is not a dedicated ticket scanner or proof of customer gateway payment.

Roles and subscription access

Owners, managers and staff can create records while the subscription is active. Viewers can read. Approval, verification, publishing, payroll settlement and journal posting require an owner or manager. Entitlements and record quotas are enforced on the server. Expired subscriptions become read only.

Documents and recovery

- Use the record PDF action for a private document. CSV export requires an eligible plan. Attachments accept PDF/JPG/PNG up to 5 MB per file; demos cannot upload.
- A stale version or repeated action is rejected. Refresh, inspect the saved state and retry only when appropriate. Processed records cannot be edited as drafts.
- A PDF is a snapshot of recorded information. Ordinary business records do not receive the CEO signature, stamp or company seal automatically.