

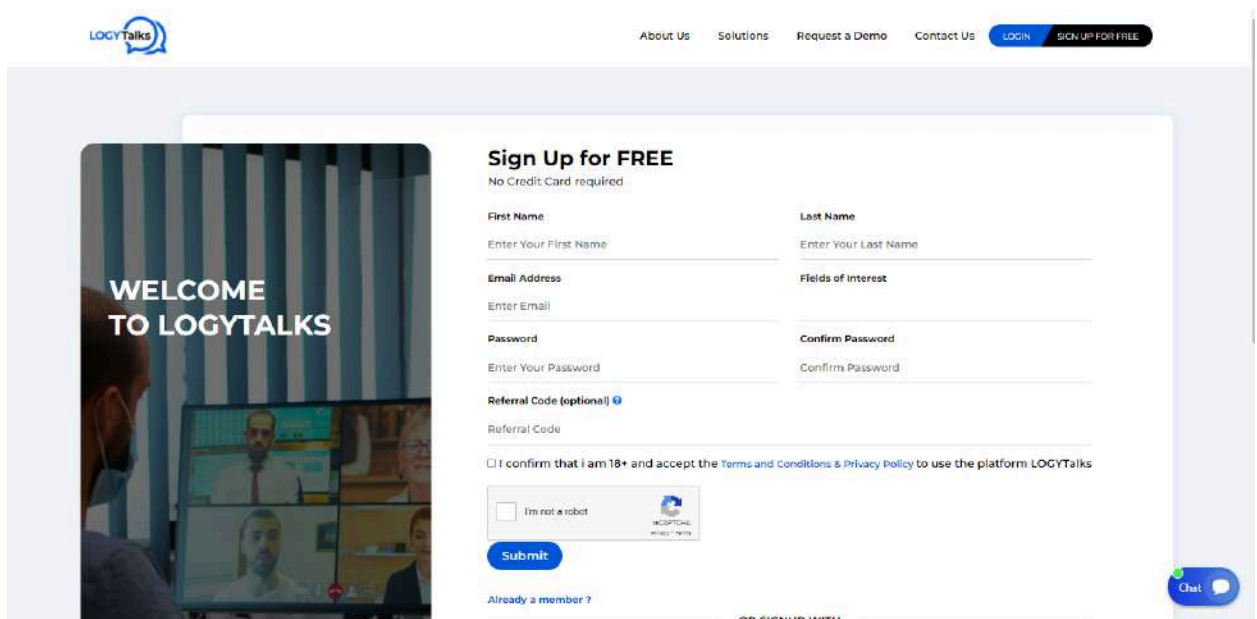
## Help Document

### BASIC FLOW

## Sign Up/log in

### How to register on LOGYTalks?

- Head to [LOGYTalks.com/register](https://LOGYTalks.com/register)
- Enter all required details in 'Sign Up' form, including your interests and Referral Code (is optional).
- Submit the Signup Form



The screenshot shows the LOGYTalks registration page. On the left, there is a video call interface with the text "WELCOME TO LOGYTALKS". The main content area is titled "Sign Up for FREE" and includes the following fields and options:

- First Name:** Enter Your First Name
- Last Name:** Enter Your Last Name
- Email Address:** Enter Email
- Fields of Interest:** (Dropdown menu)
- Password:** Enter Your Password
- Confirm Password:** Confirm Password
- Referral Code (optional):** Referral Code
- I confirm that I am 18+ and accept the [Terms and Conditions & Privacy Policy](#) to use the platform LOGYTalks
- I'm not a robot (Captcha)
- Submit** button
- [Already a member?](#) link
- OR SIGNUP WITH** (Social media options)

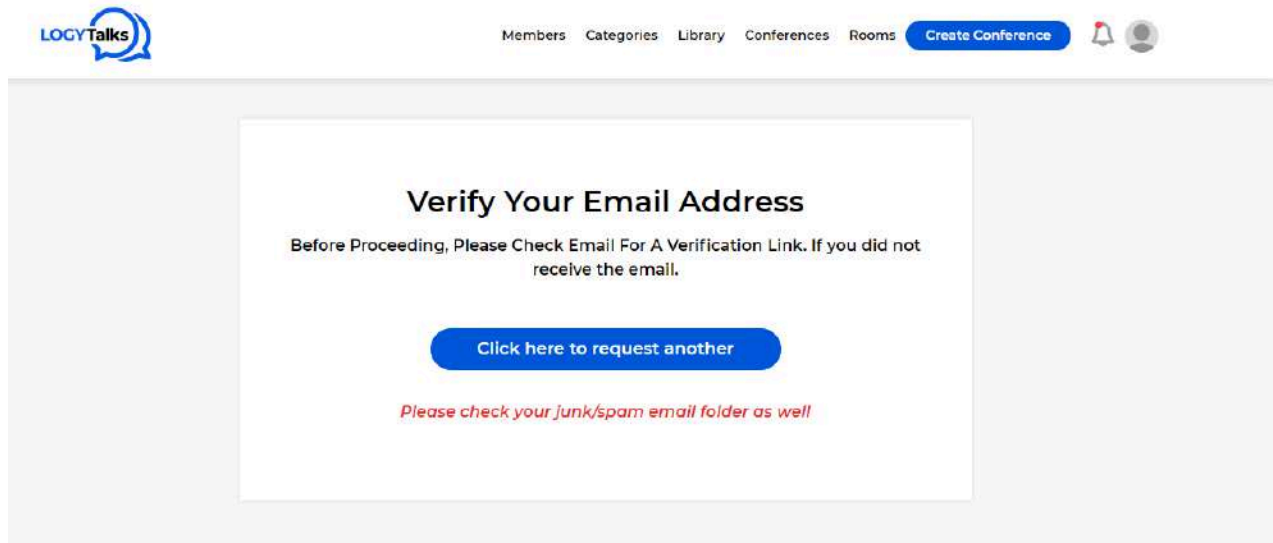
There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

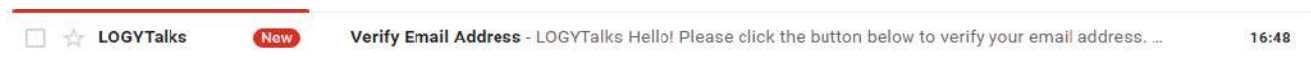
### Reference:

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- Once you sign up, you will be asked to verify your email.



- Verify your email using the 'Verify Email Address' link in Email.



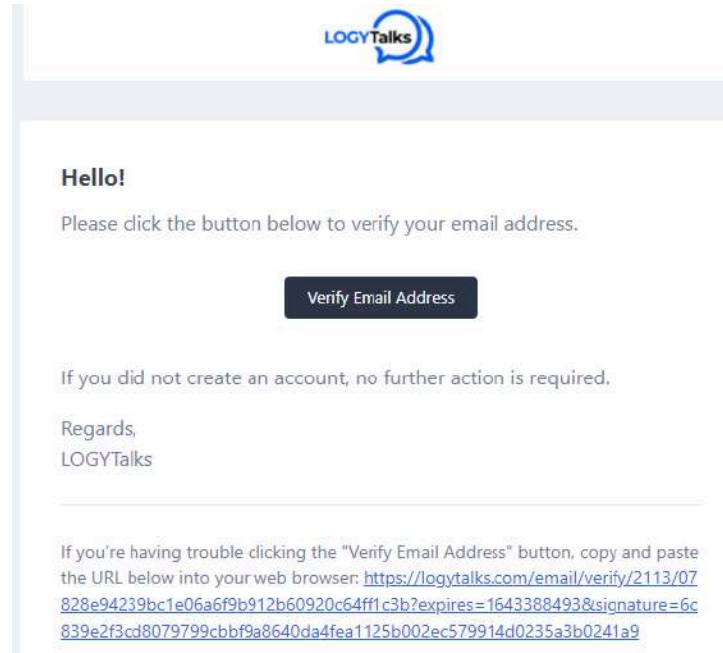
- Click on verify email address

There would be 2 scenarios:

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**Reference:**

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## How to Reset the Password?

- Open LOGYTalks URL in your browser. I.e.: <https://LOGYTalks.com/>
- Click on 'LOGIN' on the top right side of the home page.
- Click on 'Forgot Password?'

### Sign In

Email Address

justin.josh@email.com

Password

\*\*\*\*\*

Remember Me

[Forgot Password?](#)

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

### Reference:

→

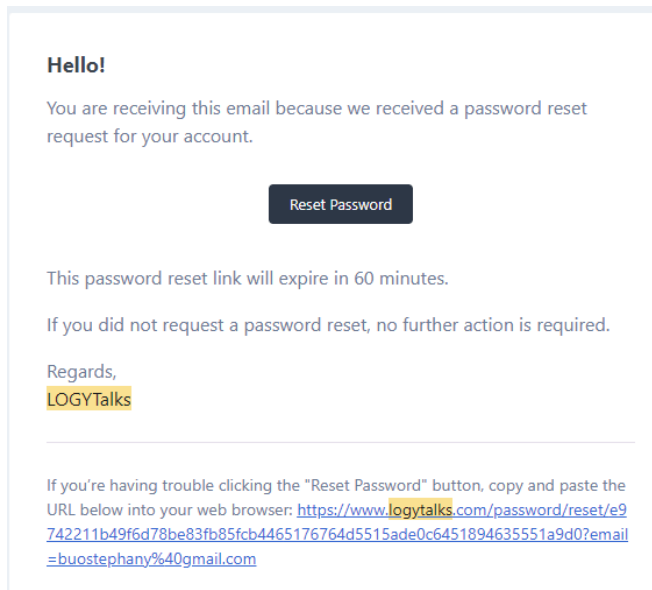
- Enter your registered email and Submit.



- Check your inbox & spam for LOGYTalks' Email.

☆ LOGYTalks Inbox Reset Password Notification - [LOGYTalks](https://www.logytalks.com/) # Hello! You are rece...

- Click on the 'Reset Password' link in the Email.



- Enter the new password, confirm password, and Submit.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

→

## Reset Password

E-Mail Address  
 Password  
 Confirm Password

[Reset Password](#)

- Now you can Login with a new password.

The screenshot shows the LOGYTalks user interface. At the top, there is a navigation bar with links for Library, Conferences, Summits, Request A Demo, Network, Rooms, and a prominent [Create Conference](#) button. Below the navigation is a search bar labeled "Search Here" with the text "Search for Conferences" and a "Search" button. The main content area is titled "MY CONFERENCES" and features a grid of buttons for different conference types: Ongoing Conferences, Upcoming Conferences, My Saved Conferences, Previous Conferences, Invite Only Conferences, Private Conferences, and Invited as Presenter. A red box highlights the "Ongoing Conferences" and "Previous Conferences" buttons, with a red arrow pointing to them from the text "created by me". Another red box highlights the "Invited as Presenter" button, with a red arrow pointing to it from the text "not created by me. someone else invite to his conference.". At the bottom of the dashboard, there is a message: "No Conference is in Place Right Now. Click on Button to Create" with a [Create Conference](#) button. A chat icon is visible in the bottom right corner.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
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**Reference:**

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# Conference Creation

## Before the conference

### How to create a conference?

- Login with your credentials on our LOGYTalks.com .
- Click on the 'Create Conference' button on the top right of the header.



1. Once you get redirected to the create conference page, fill in information

There would be 2 scenarios:

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### Reference:

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2. Enter the title and select the category of your event , (*please avoid special characters on the title*)
3. Add the name of the organizer ( It can be either your name or your company's name)
4. Type the date and the time of your conference ( *make sure to add extra minutes in the conference just in case*)
5. You can add up to **4 presenters** to your conference, participants need also to be members of LOGYTalks. Presenters will get the email notification on their email and on the Portal as well.



6. If you want to reach a global international audience, you can check the 'Want LOGYTalks' translation services", you can select multiple translation languages.

LOGYTalks provides a real time translation with real interprets not AI nor Subtitles.

Want LogyTalks Translation Services

**Organizer Language**

English ▼

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**Audience Language**

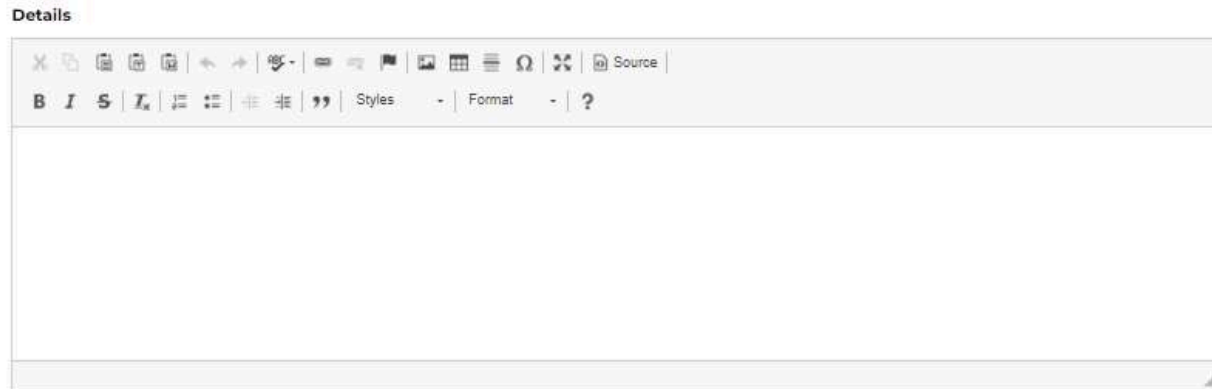
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**Reference:**



## 7. Add the details and the description of your event



## 8. On LOGYTalks, you can also control the privacy of your conference

Public
  Private
  Invite-Only



**Public:** This conference will be open to all users, they can join via the special link of the conference. It will need quality check for admin approval (Normally events are approved in less than 24 hours)

**Private:** You invite participants by emails and if someone wants to join he will request access. It will need quality check for admin approval (Normally events are approved in less than 24 hours)

**Invite Only:** Only invited users can join this conference. It doesn't need any admin approval.

9. Once you submit your public conference and it is approved, all the users having the same interests in your category will get the email notification for the public Conferences. Invitees will also get the notification for the private/Invite Only conferences, on the email and Portal.

There would be 2 scenarios:

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- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**



## How to check if your conference is approved ?

You can check the Conference Status on: Conferences>My Conferences>Upcoming Conferences

## Can I share my conference on social media

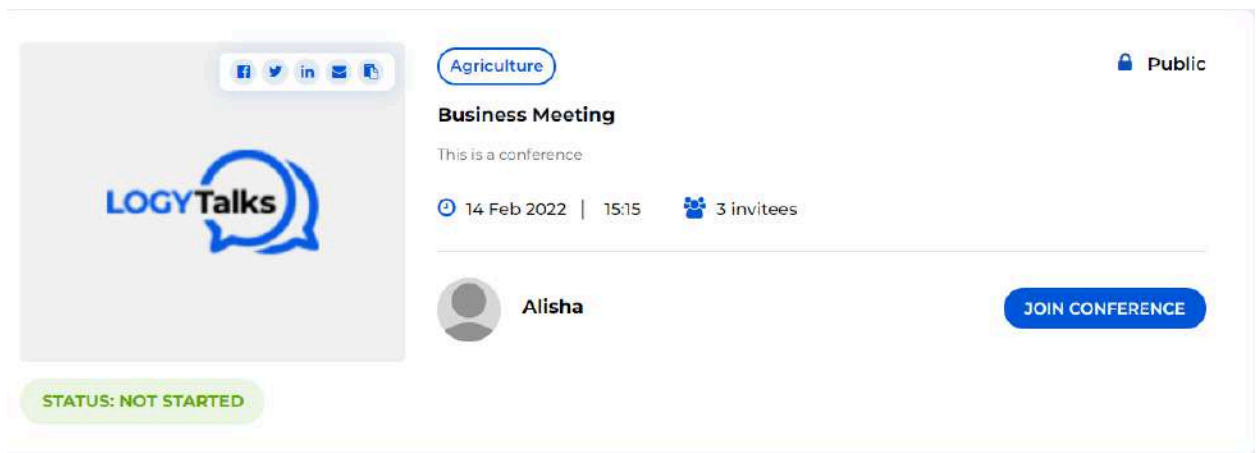
Organizers and users can share the conference on social media and can copy the conference URL as well.

## During the conference

### How to Join the Conference as an organizer?

#### If you are an organizer

1. Login with valid credentials on our portal.
2. On Homepage, you will get the list of all Public and Private conferences, in the Ongoing/Upcoming/Past Conferences section as per their status.
3. Head to the upcoming conference and click on join conference.



## Can I pre-test my presentation and check technical troubleshooting before the conference starts ?

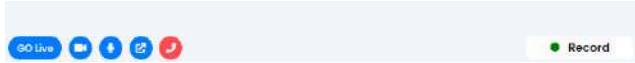
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### Reference:

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Yes, the organizer can join **10 minutes before** the conference starts to check if everything is working good. Once you feel ready, you can click on the **START button** and start your event.



### Organizer's access during the conference

- The Organizer/Moderator will be having the following Accesses:
  - Mute/Unmute the **Active User**/Presenter Mic.
  - Mute/Unmute the **Active User**/Presenter Camera.
  - Mute/Unmute the **Active User**/Presenter Chat.
  - Mute/Unmute his own Mic.
  - Mute/Unmute his own Video.
  - Pin/Unpin the user on the video screen.
  - Share screen.
  - Down and accept the raise hand request of the Audience.
  - Chat with the participants.
  - Change or moderate between Speakers (Presenting access to the other presenters).
  - End the conference.
  - Cancel the conference.

### How to record my conference?

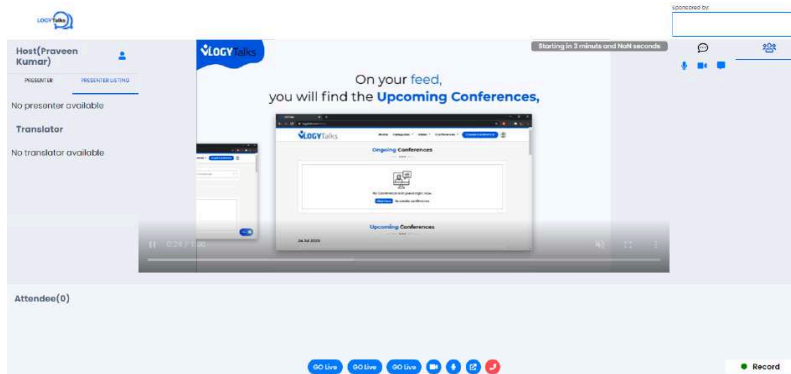
- Note : Only the organizer can record the conference
- If you want to record your conference, click on "**START RECORD**" in the bottom right corner of the video conference, you will receive a voice confirmation containing : Meeting in progress.
- The participants will also be notified that the conference recording has started.

There would be 2 scenarios:

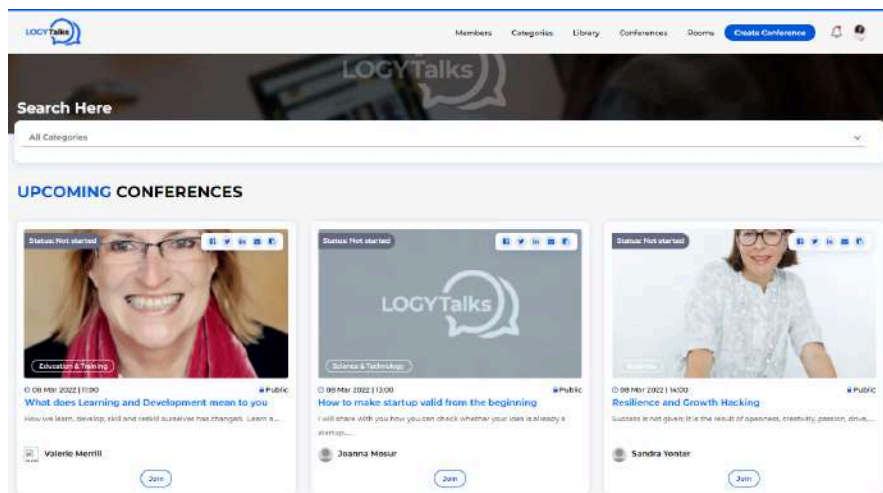
- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

### Reference:

→



## How to Join the Conference as a participant ?



- For the Private conference, click on request to join/register, the organizer will either approve or deny your request.
- Invite Only Conferences, you will not be able to join, the organizer needs to invite by email.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

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## Participant's access during the conference

On LOGYTalks, there are 2 types of participants:

- Active attendees who have their cameras and mics on and can interact with the speakers.
- Passive attendees who can only watch the conference and only raise their hands.

All participants will be passive users when they will be joining the conference.

→ Active attendees will be having the following Accesses: -

- ❖ Raise hand
- ❖ Mute/Unmute own Audio
- ❖ Mute/Unmute own Video
- ❖ Chat
- ❖ Leave conference

→ Passive attendees will be having the following Accesses:

- ❖ Raise hand (if he wants to interact)
- ❖ Leave conference
- ❖ These users can only hear the voice and watch the conference.

## How to become an active participant?

The conference organizer can make any passive user active all you have to do is to raise your hand and the organizer can either accept the hand raise and pin you on stage or refuse it.

→ Pinned user will be having the following Accesses:-

- ❖ Mute/Unmute own video
- ❖ Mute/Unmute own Audio

## If you are a presenter

### How to Join the Conference as a presenter ?

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

## Reference:

→

If you are a presenter, you will be receiving an invitation to present at a conference in your email, you can join the conference by clicking on the join/present button on your email.

As a presenter, your name will be displayed on **the top center** of the video conference and the moderator can make you presenter.

→ Presenter will be having the following Accesses:

- ❖ Mute/Unmute own video
- ❖ Mute/Unmute own Audio
- ❖ Screen-share

### Translator Flow

- Only Admin can create/Add the translators.
- Translator will get the credentials over the email after account creation.
- After Login with valid credentials, Translator can See the Assigned Conferences on clicking 'My Conference' Tab.
- On clicking the 'Join' button, An OTP will be sent on Translator's mobile number and Translator will be redirected on OTP Screen.
- After Submitting the valid OTP, Translator will be able to join the conference.
- Translator Mic should be Unmute, if he is on mute the Audience will not be able activate the translator flag.
- After Joining the Conference, Translator will be appearing as Language Flag for the audience
- Flag will be shown as per the Audience language.
- Translator video will not appear to the other attendees but translators can view them.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

### Reference:

→

## Collaboration rooms

### Who can create a room?

- ❖ Users can create the Public and Private Rooms.

### How to create a room?

- ❖ Public Room:-
  - Will be open to all users and users can request to join the groups.
  - Only group owners can accept/reject the join requests.
  - Group owners will get the request notification on email and in the group details.
  - Group admins can accept the join requests.
  - Group owner/admin can remove the members.
  - Group owner/admin can invite the members.
  - Group owners can control the admin access of other members.
  - Group owner/admin can invite the user.
  - Group members can chat in the group.
- ❖ Private Room:-
  - Group Owner/Admin can invite the users.
  - Not open to other users so other users can't request to join.
  - Members can chat in the group.
  - Group owner/admin can remove the members.
  - Group owners can control the admin access of other members.
  -
- ❖ My Rooms:- Group will appear here If you have the Owner or Admin access as per group type.
- ❖ All Rooms:-
  - Public:- All Public groups will appear (Excluding My Rooms)
  - Private:- Only joined private groups will appear.

### How to create the summit.

Admin can create the summit.

Admin can add title and description for the summit.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

### Reference:

→

Admin can select the start and end date.After that hit the get conference button.

All the free conferences which are lie between the start date and end date are get in the Conference select bar.

Admin can select the multiple conference.

Admin can change the status of the summit.

Only active status summits are shown in the frontend.

The screenshot shows the Admin Dashboard interface. On the left is a blue sidebar menu with the following items: Dashboard, Introduction, Users, Categories, Conferences, Subscribers, Enterprise Requests, Referral, 24x7 Summit, Send Email, Settings, International Women day, Request Demo, Sponsors, FAQs, and Summits (highlighted with a red box). The main content area is a form for creating or editing a summit. It includes a 'Title' field, a 'Choose File' button (with 'No file chosen' text), a 'Description' field with the placeholder 'Enter Description', a date range selector showing '2022-07-28 - 2022-07-2' and a 'get conferences' button, a 'Conferences' field, a 'Status' dropdown menu with 'Select Status' text, and a 'Submit' button. The user's name 'Subhmandeep Singh' is visible in the top right corner.

## Summit List

Admin can edit , delete the summit.

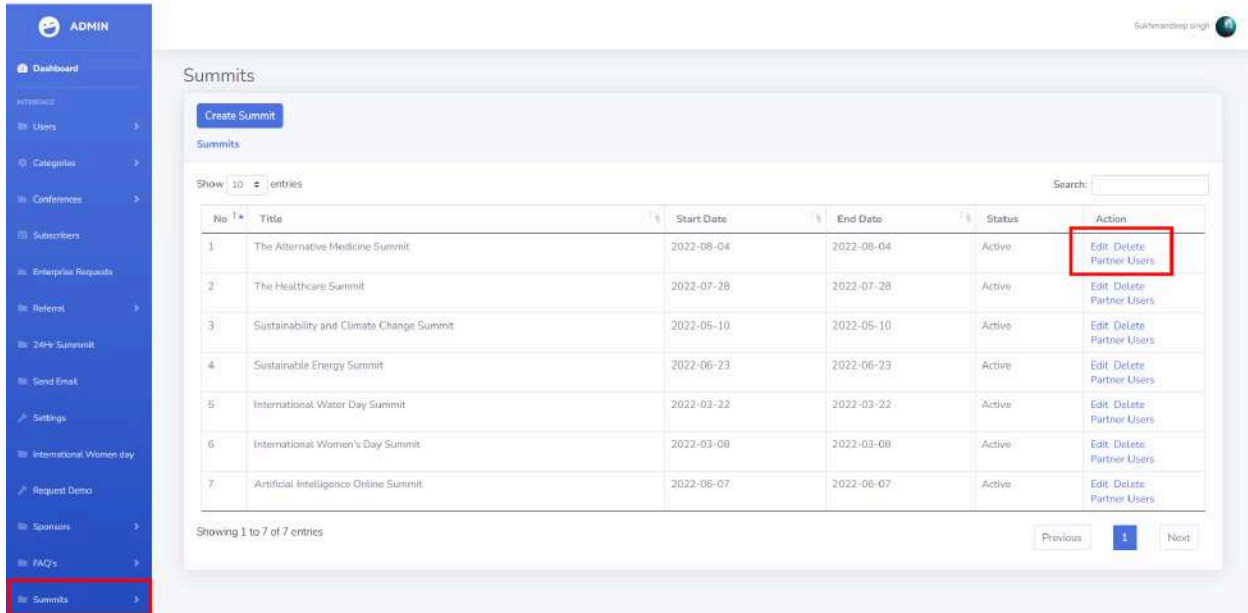
Admin can see the user list who register with the particular summit page by clicking the users.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

## Reference:





The screenshot displays the Admin interface for managing Summits. The sidebar on the left contains a menu with items like Dashboard, Users, Categories, Conferences, Subscribers, Enterprise Requests, Referral, 24x7 Summit, Send Email, Settings, International Women's Day, Request Demo, Sponsors, FAQs, and Summits. The 'Summits' menu item is highlighted with a red box. The main content area shows a 'Summits' table with columns for No., Title, Start Date, End Date, Status, and Action. The 'Action' column for the first row contains 'Edit', 'Delete', and 'Partner Users' links, with the 'Delete' link highlighted by a red box. Below the table, it shows 'Showing 1 to 7 of 7 entries' and pagination controls.

No.	Title	Start Date	End Date	Status	Action
1	The Alternative Medicine Summit	2022-08-04	2022-08-04	Active	Edit Delete Partner Users
2	The Healthcare Summit	2022-07-28	2022-07-28	Active	Edit Delete Partner Users
3	Sustainability and Climate Change Summit	2022-05-10	2022-05-10	Active	Edit Delete Partner Users
4	Sustainable Energy Summit	2022-06-23	2022-06-23	Active	Edit Delete Partner Users
5	International Water Day Summit	2022-03-22	2022-03-22	Active	Edit Delete Partner Users
6	International Women's Day Summit	2022-03-08	2022-03-08	Active	Edit Delete Partner Users
7	Artificial Intelligence Online Summit	2022-06-07	2022-06-07	Active	Edit Delete Partner Users

Admin can delete the user of the particular summit by clicking the delete.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**



The screenshot shows the Admin dashboard with a sidebar menu on the left. The main content area is titled "Summit Users" and displays a table with 15 rows of user data. Each row includes a serial number, first name, last name, email address, and a "Delete" action button.

No	First Name	Last Name	Email	Action
1	John Ronnie	Torres	torresjohnronie@gmail.com	Delete
2	John Ronnie	Torres	oiteenronie@gmail.com	Delete
3	Yash	Govindaraju	yt.adidas@gmail.com	Delete
4	Ariette	Porte	Simoneporte@gmail.com	Delete
5	DLATUBOSUN	FASIFE	fasipeo@gmail.com	Delete
6	Rayhan Amien	Rosano	rayhanrar031@gmail.com	Delete
7	Maria	Otto	maria-otto@hotmail.com	Delete
8	Srinivas	Kappa	Skuppamtu@gmail.com	Delete
9	Renato	Villasefor	renatov@gatnik.com	Delete
10	Lalaine	Denia	Lala.den.123@gmail.com	Delete
11	Lucia	Solorzano	luciasolis@hotmail.com	Delete
12	Stephen	Kabiru	stevkabeiru@gmail.com	Delete
13	Salsa	Nurul Aiyyah	salsanurulaiyyah1@gmail.com	Delete
14	Darwin	Guarino	darwin guarino@gmail.com	Delete
15	Summer	Darden	stdarden19@gmail.com	Delete

Admin can add , delete the partners of the particular summit.

The screenshot shows the Admin dashboard with a sidebar menu on the left. The main content area is titled "Partners" and displays a table with 8 rows of partner data. Each row includes a serial number, an image of the partner logo, and a "Delete" action button. Above the table, there is a "Choose File" button and an "Add" button.

No	Image	Action
1		Delete
2		Delete
3		Delete
4		Delete
5		Delete
6		Delete
7		Delete
8		Delete

There would be 2 scenarios:

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**Reference:**

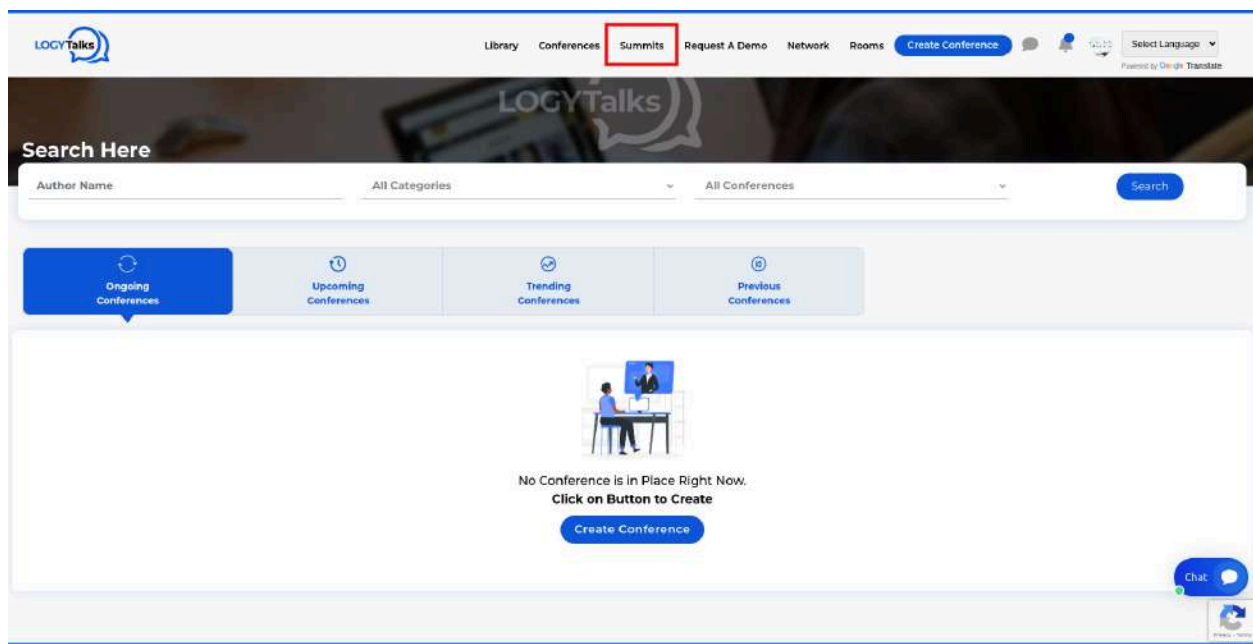


All the summits are divided into three types.

Upcoming : All the summits which have future dates are shown here.

Ongoing : All ongoing summits are shown here.

Previous : All previous summits are shown here.



When user click on the Summit then new summit webpage will appear.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

→

**summits filters**

**when user click on the conference**

**summits filters**

Events

- Upcoming
- Ongoing
- Previous

Year

- 2024
- 2023
- 2022

Categories

- All
- Agri-Tech
- Business
- Coaching & Mentoring
- Communication & Information

**Summits**

Building a Culture Of Innovation and Technology in Healthcare

Building a Culture Of Innovation and Technology in Healthcare

Blockchain and Cryptocurrency Summit

The Blockchain & CryptoCurrency Summit (2nd Edition )

**Conferences**

Building a Culture Of Inn...

ICPM

The future of Biotechnological Drugs & Vaccines & Biosimilars

ICPM

Antiviral method and challenges

ICPM

How to be effective GMP auditor

Who Attends

Chat

When user click on the conference then it redirected to related summit detail page .

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

→

The screenshot shows a web interface for LOGYTalks. At the top, there is a navigation bar with links for Library, Conferences, Summits, Request A Demo, Network, Rooms, and a 'Create Conference' button. The main content area has a dark blue background with the LOGYTalks logo at the top center. Below the logo, the title 'Building a Culture Of Innovation and Technology in Healthcare' is displayed in large white text. To the left, it indicates the dates 'January 23th - 25th' and the website 'LOGYTalks.com'. In the center, it says 'In collaboration with:' followed by the ICPM logo (International Conference of Pharmacy & Medicine). On the right, the text 'COMING SOON' is written in a stylized, colorful font.

#### About this summit

The International Conference of Pharmacy & Exhibition Event is UAE's one of the most functionally important Pharmaceutical & Healthcare exhibition. ICPM was founded in 2017. The first ever conference and exhibition was in collaboration with UAE's well known Ajman University. Every year the conference is held under the patronage of His Highness Sheikh Dr. Sultan Bin Muhammad Al Qasimi, the Ruler of Sharjah and a member of the Supreme Council of the United Arab Emirates, along with His Highness Sheikh Humaid bin Rashid Al Nuaimi III, Ruler of the Emirate of Ajman and a member of the Supreme Council of the United Arab Emirates. Every year under the ICPM, pharmaceutical, bio technical, universities professionals and many more decision makers, congregate to engage in dialogue, building up new partnerships and to do business, identify solutions and strategies that will reshape the GCC/Middle East Pharma and Healthcare Sector.

In Upcoming and Ongoing summits have the speaker and audience button.

Join as attendee button : It is used by users to register for the Summit.

Speaker button: It will redirect to a specific link.

All the summit conferences are shown in this page.

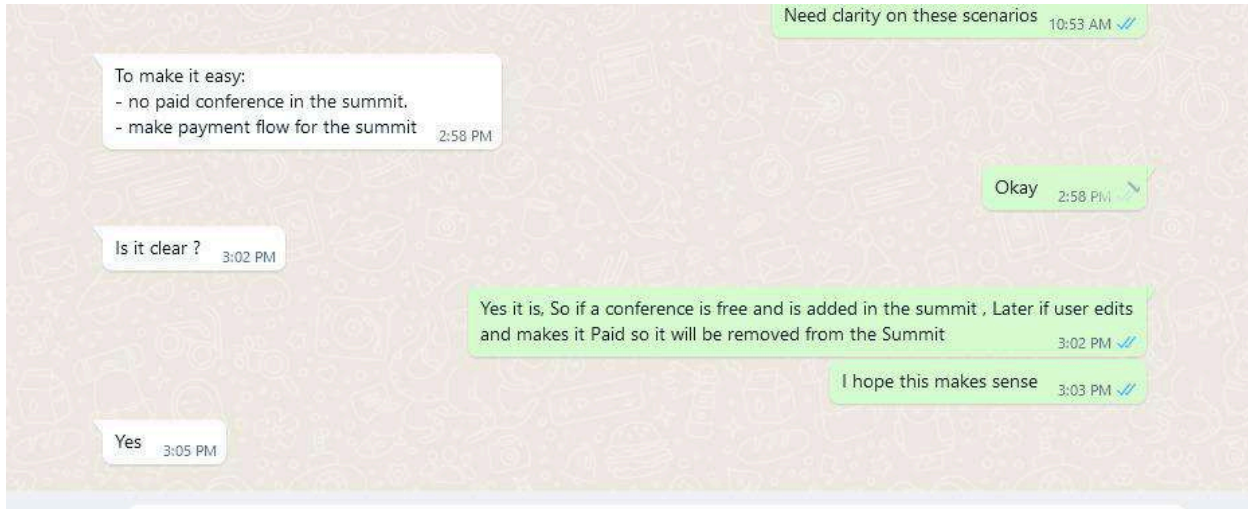
#### Summit Payment Flow:

There would be 2 scenarios:

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#### Reference:

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## FAQ's

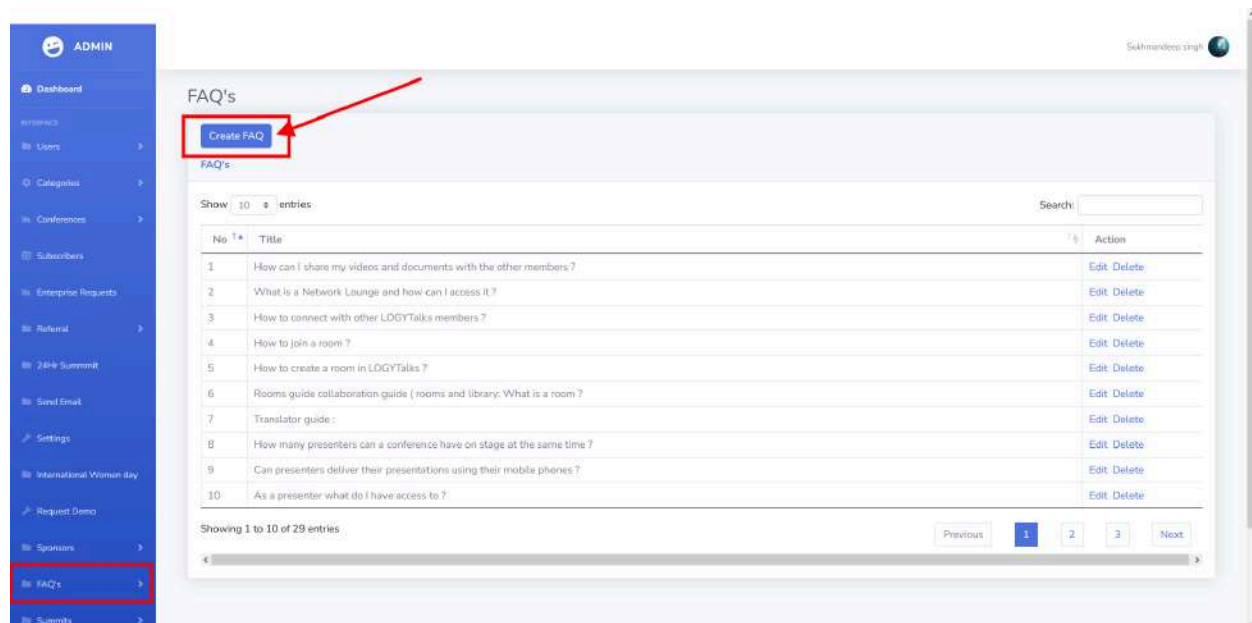
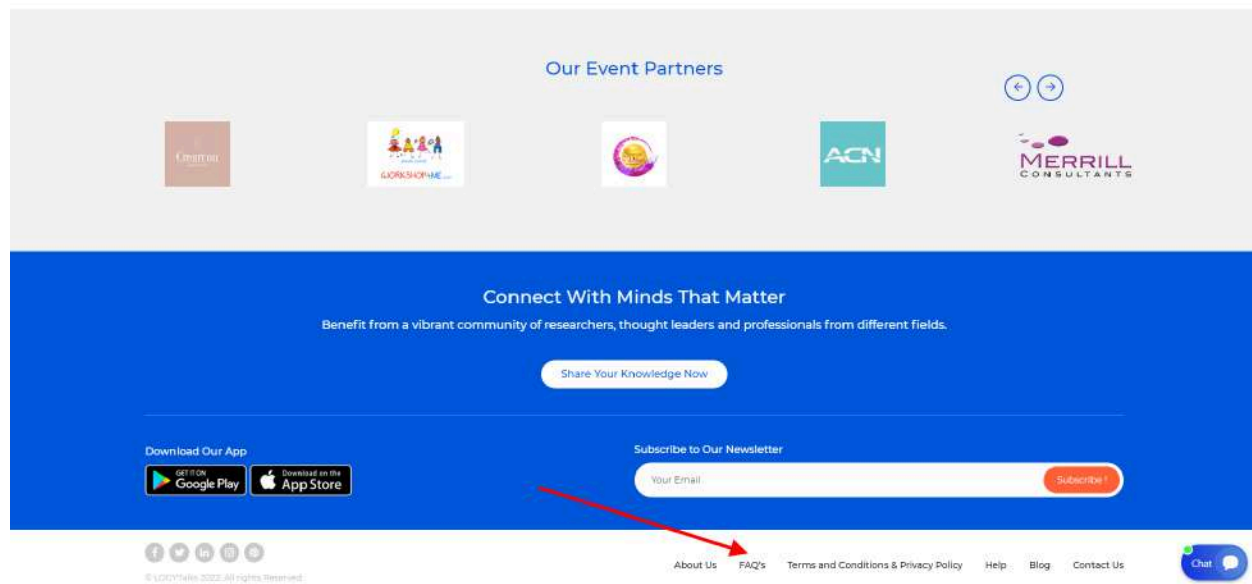
Admin can add faqs.

There would be 2 scenarios:

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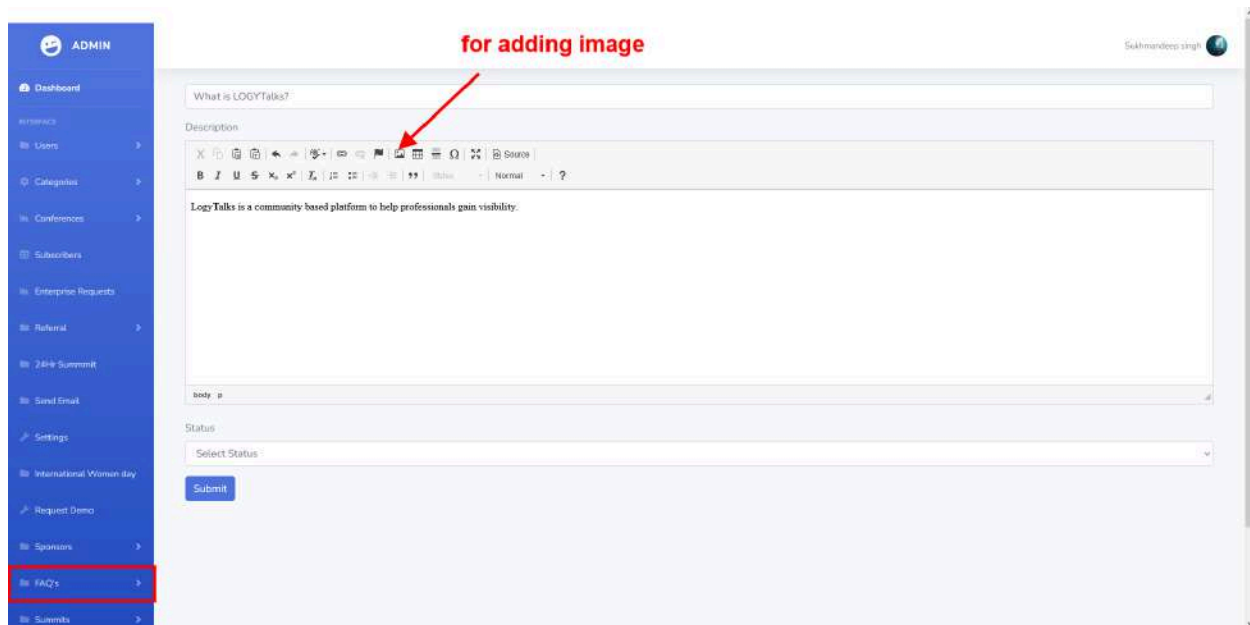
- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**



Admin can create FAQ by clicking on create FAQ.

Admin can add system image to faaaq.

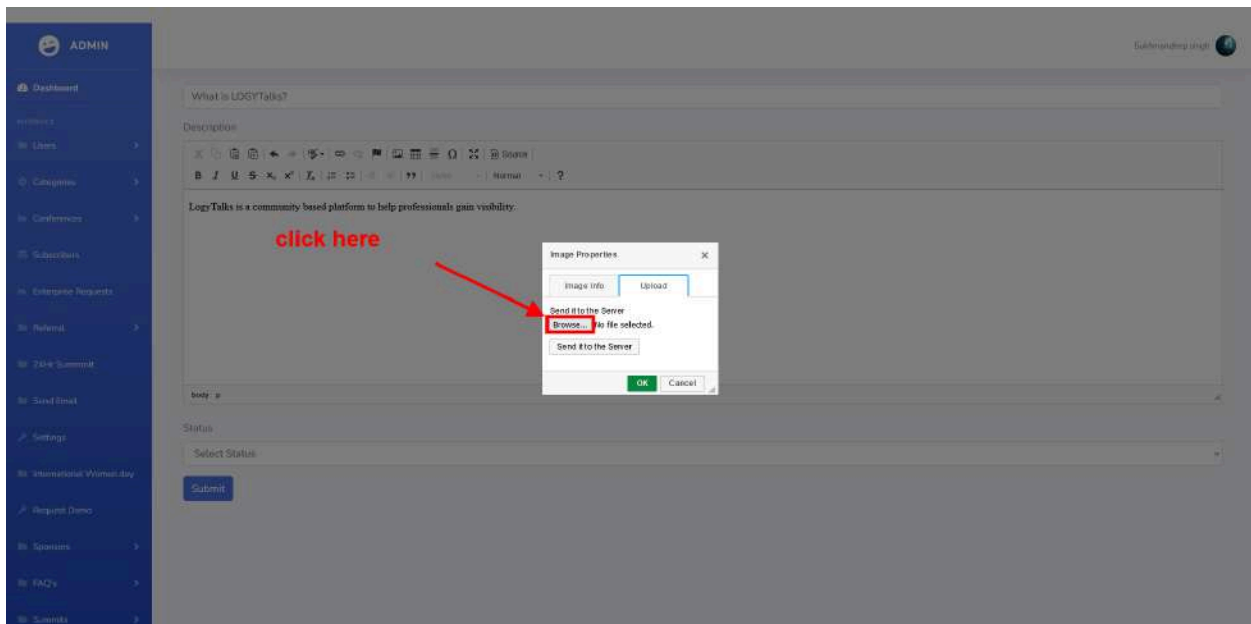
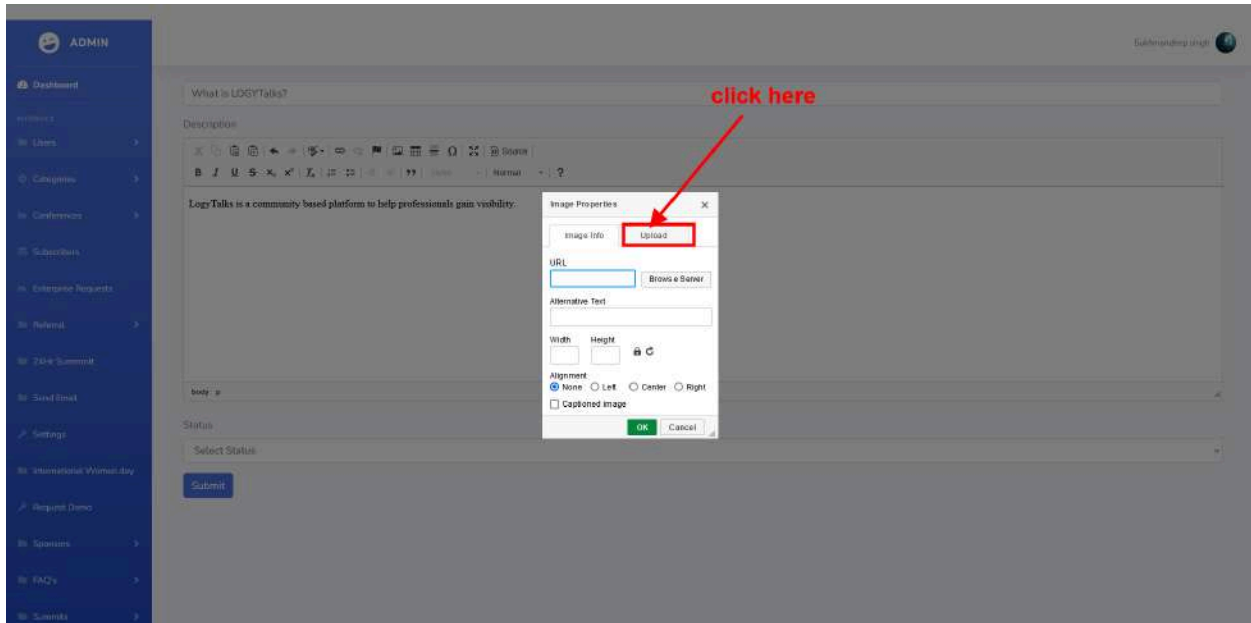


There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**



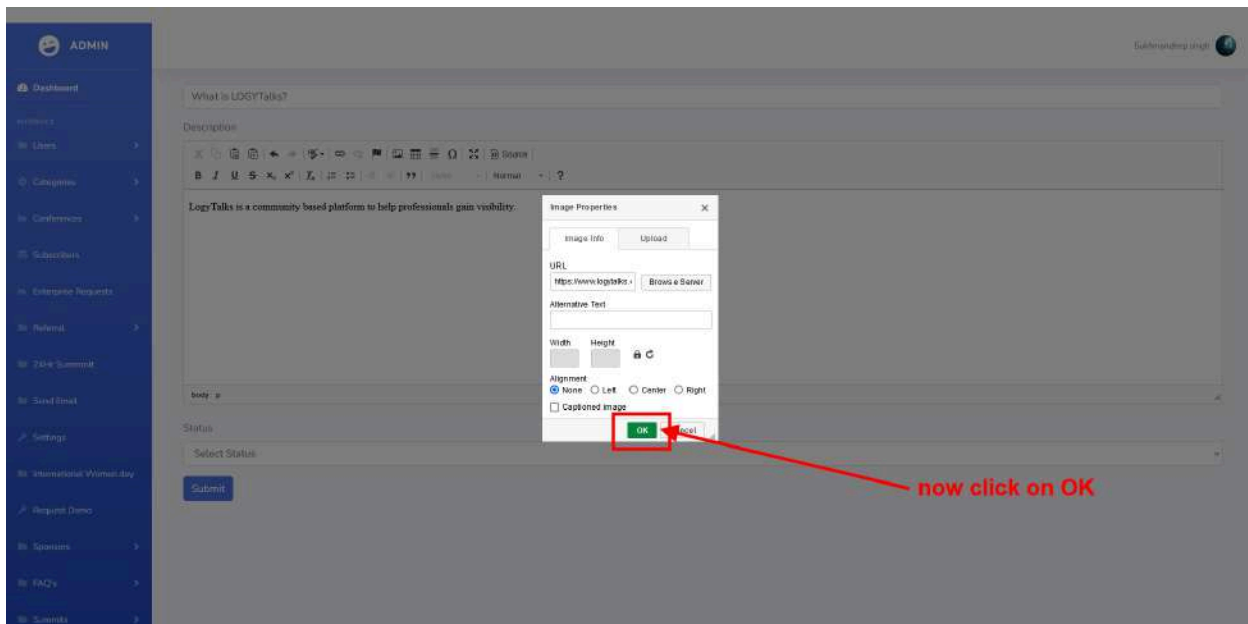
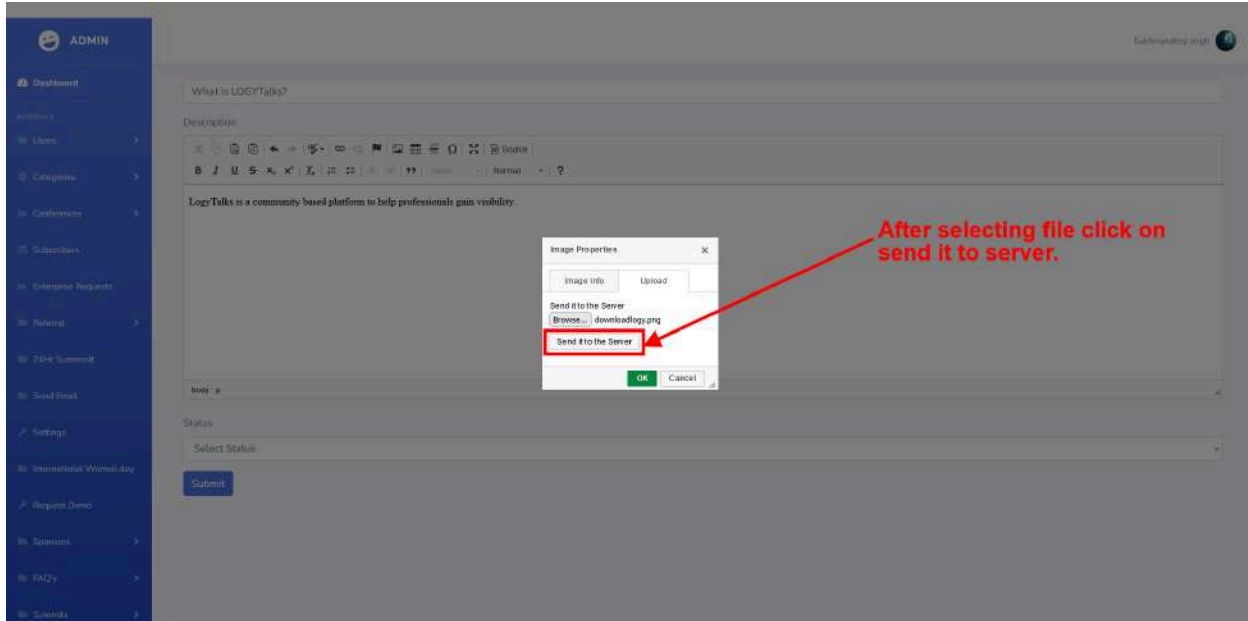


There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**





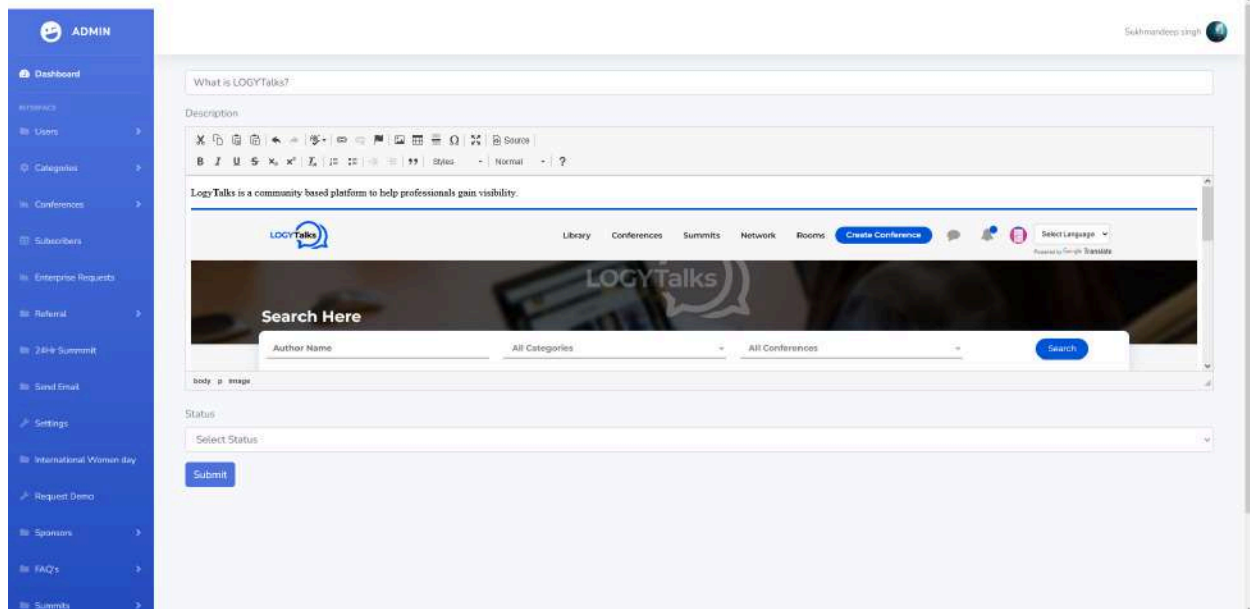
There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**



Click on submit



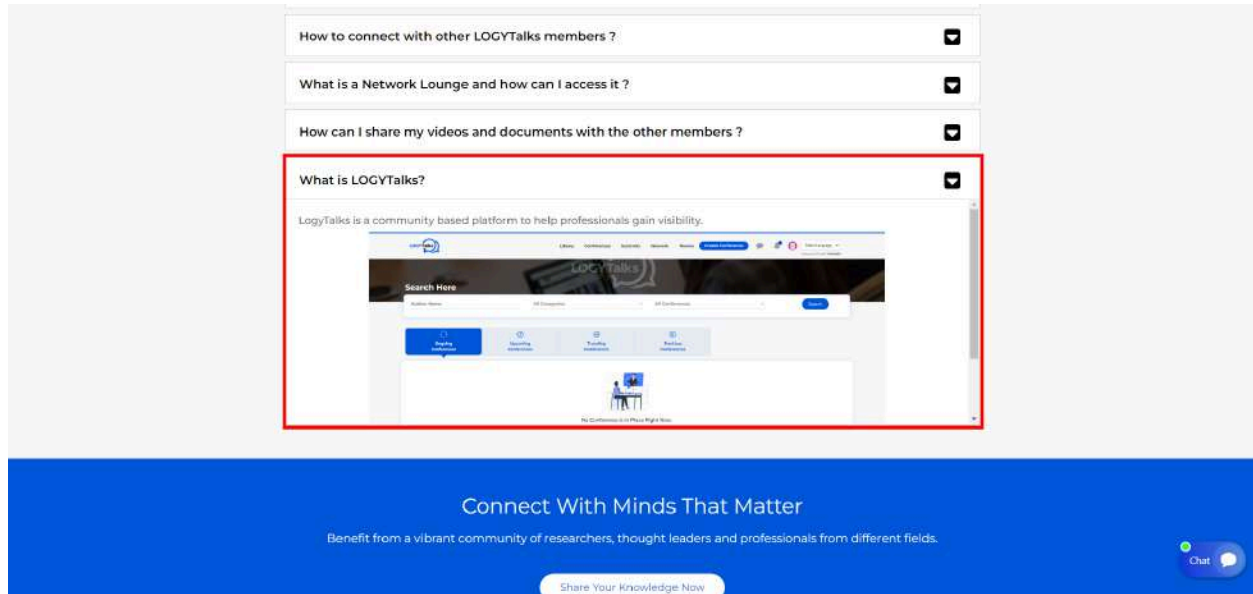
User can see the active FAQ on frontend.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**





After login user will see the following webpage.

### **Ongoing Conference**

All the ongoing conference are exists in the this tab.

### **Upcoming Conference**

All the Upcoming conference are exists in the this tab.

### **Trending Conference**

All the Trending conference are exists in the this tab.

### **Previous Conference**

All the Previous conference are exists in the this tab.

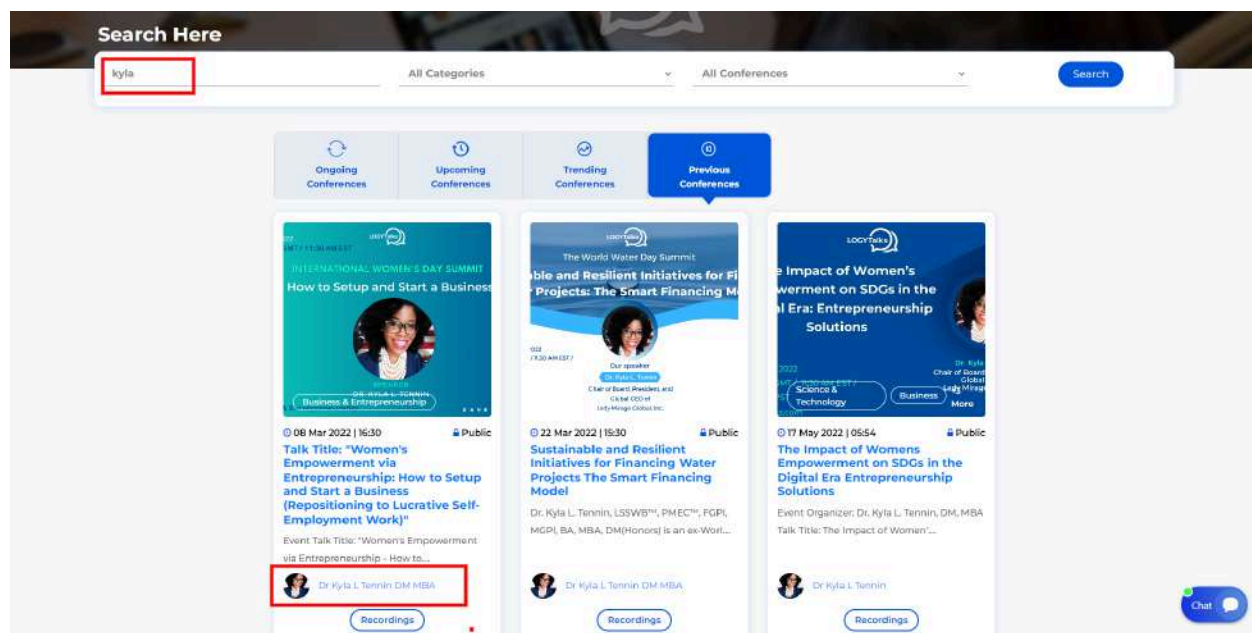
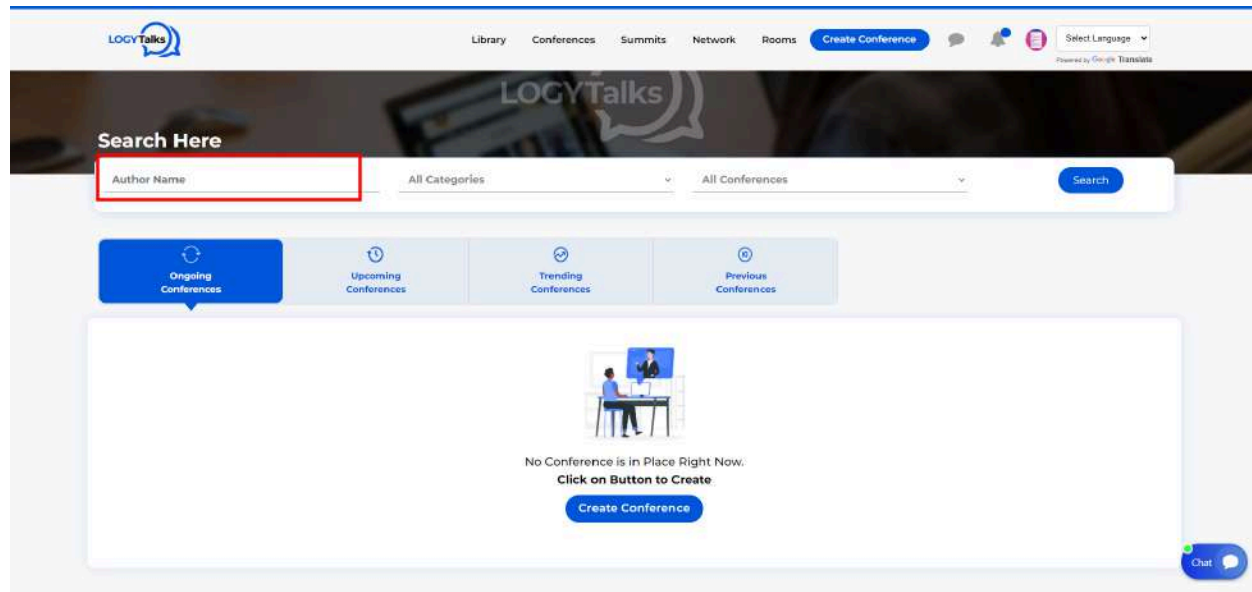
User can search for the conference's author.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

### **Reference:**

→

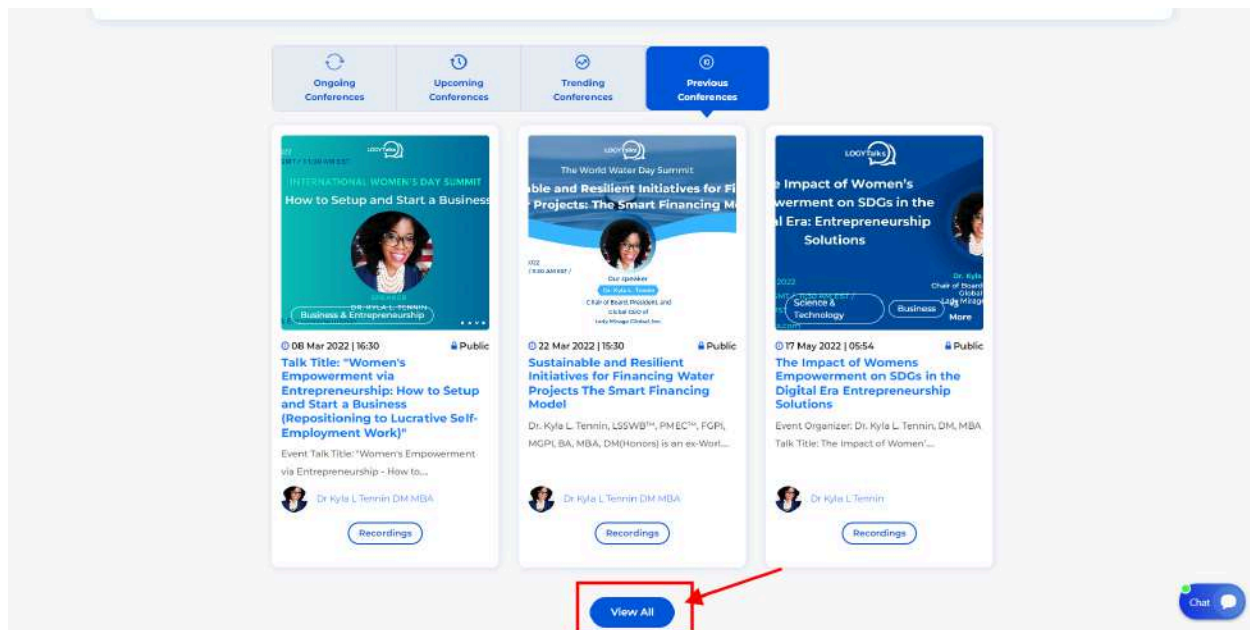


There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**





When user click on the view all.

## Conference Payment Flow

1) If we create a conference we have an option to make it free or paid.

STEP 1 if the conference is free then there is no need to enter the price in USD.

STEP 2 if the conference is paid then we have to enter the price in USD; the Same scenario goes with the recording too i.e. Host gets another option to check if the conference recording will be available for free on paid to end users.

STEP 3 If free conference recording, no need to enter a fee.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

## Reference:

→

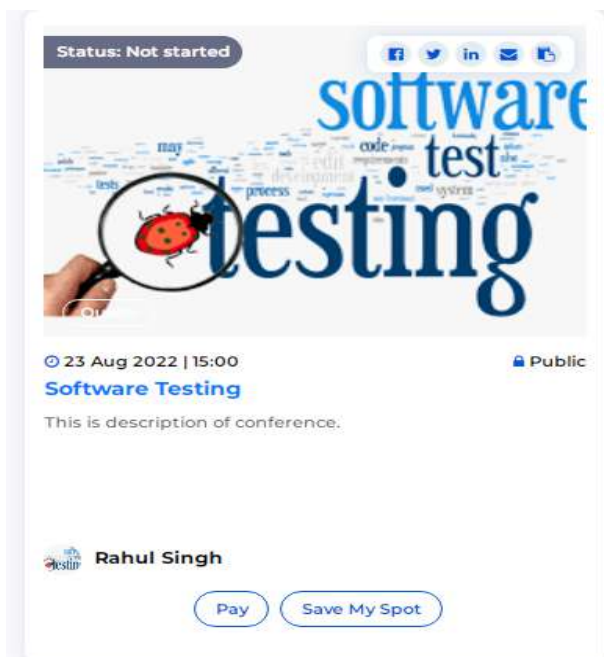
STEP 4 If paid then the host has to enter the fee in USD.

<b>Conference Payment</b>	<b>Conference Price (USD)</b>
Paid <input type="checkbox"/>	20
<b>Conference Recording Payment</b>	<b>Conference Recording Price (USD)</b>
Paid <input type="checkbox"/>	10

Attendee Side

If the conference/recording is paid then

STEP 5 User will see the pay button for that particular conference/recording.



Click on the pay button will take the user to a payment page where the user payment page of stripe:

1.Stripe

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.



**Reference:**

→

Software Testing

**Payment Method**


All transaction are secure and encrypted.

**Credit Card** VISA  

1234 1234 1234 1234

MM / YY CVC

**PAY \$20**

 All Payments are processed and secured by Stripe.

If the conference/recording is paid then the user will access the conference/recording after the payment.

If conference/recording is free

STEP 6

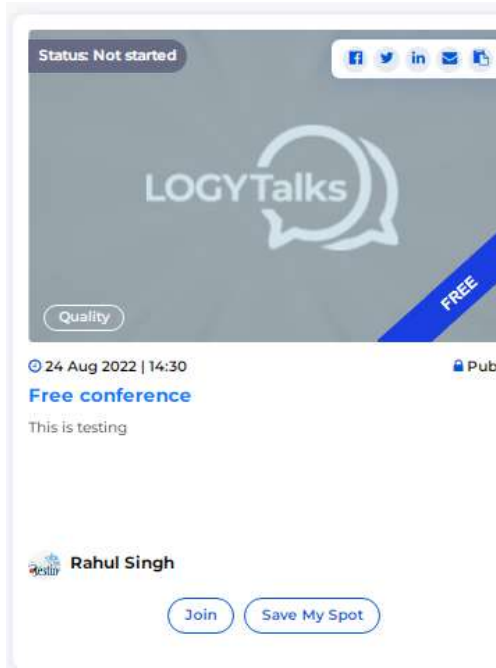
There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

→

If the conference/recording is Free then a tag will appear on the conference.



## Payment Splitting

### STEP 7

For conference: Implement functionality to split payment for host and platform respectively. This is going to be a manual process

For recordings: Implement functionality to split payment for host and platform respectively This is going to be a manual process.

### STEP 8

If someone gets a link from another user, and if the receiver user is not paid anything then restrict them to access the conference with an error message and send them to

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

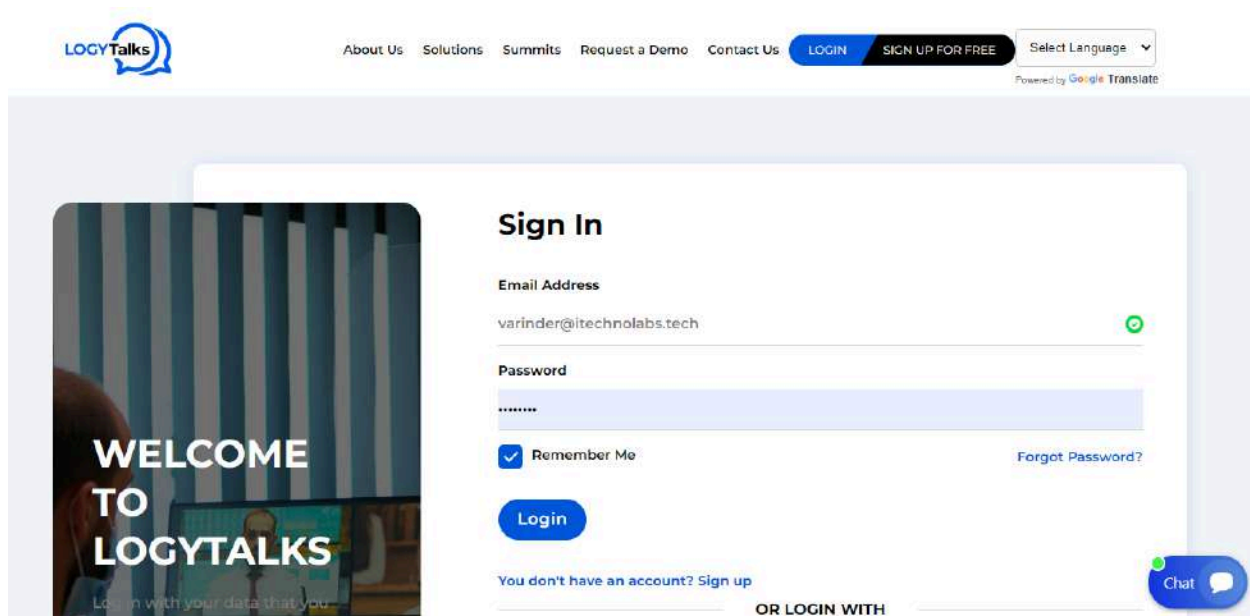
### Reference:

→

the payment page and redirect them back to the conference detail page after successful payment.

## Updated Flow for Platform

### To delete a conference from admin



The screenshot shows the LOGYTALKS website's sign-in page. The header includes the LOGYTALKS logo, navigation links (About Us, Solutions, Summits, Request a Demo, Contact Us), and buttons for LOGIN and SIGN UP FOR FREE. A language selection dropdown is also present. The main content area features a 'Sign In' form with the following elements:

- Email Address:** A text input field containing 'varinder@itechnolabs.tech' with a green checkmark icon on the right.
- Password:** A password input field with a blue background and a green checkmark icon on the right.
- Remember Me:** A checked checkbox with the label 'Remember Me'.
- Forgot Password?:** A link to the forgot password page.
- Login:** A blue button labeled 'Login'.
- Sign up:** A link for users who don't have an account.
- OR LOGIN WITH:** A section for social login options.
- Chat:** A blue chat button in the bottom right corner.

### Step 1: Sign in from admin credentials

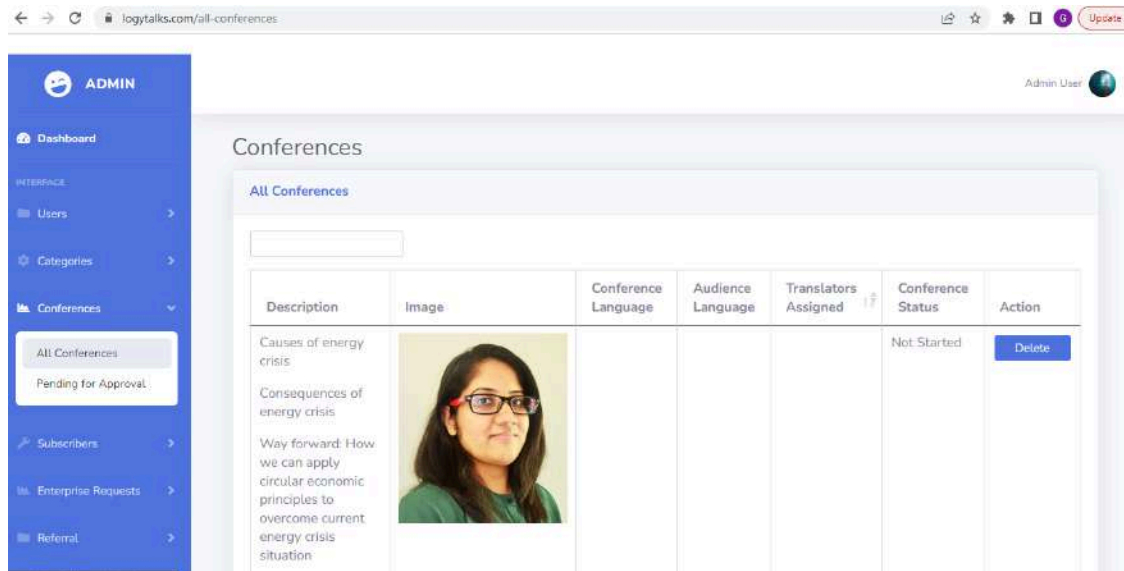
There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

### Reference:

→

**Step 2:** Click on conferences -> all conferences -> Go to action -> Click on delete button



## To assign sponsor to a conference

**Step 1:** Sign in from admin credentials

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**



**Step 2:** Click on conferences -> pending conferences -> view sponsors.

Title	Author/Organizer	Type	Category	Date	Time(UTC)	status	Description	Image	Conference Language	Audience Language	Action
esting	test	Public	Testing	2022-10-28	12:30	Active	asdfghjkl!	No image uploaded			<a href="#">Approve</a> <a href="#">Decline</a> <a href="#">View Sponsors</a>

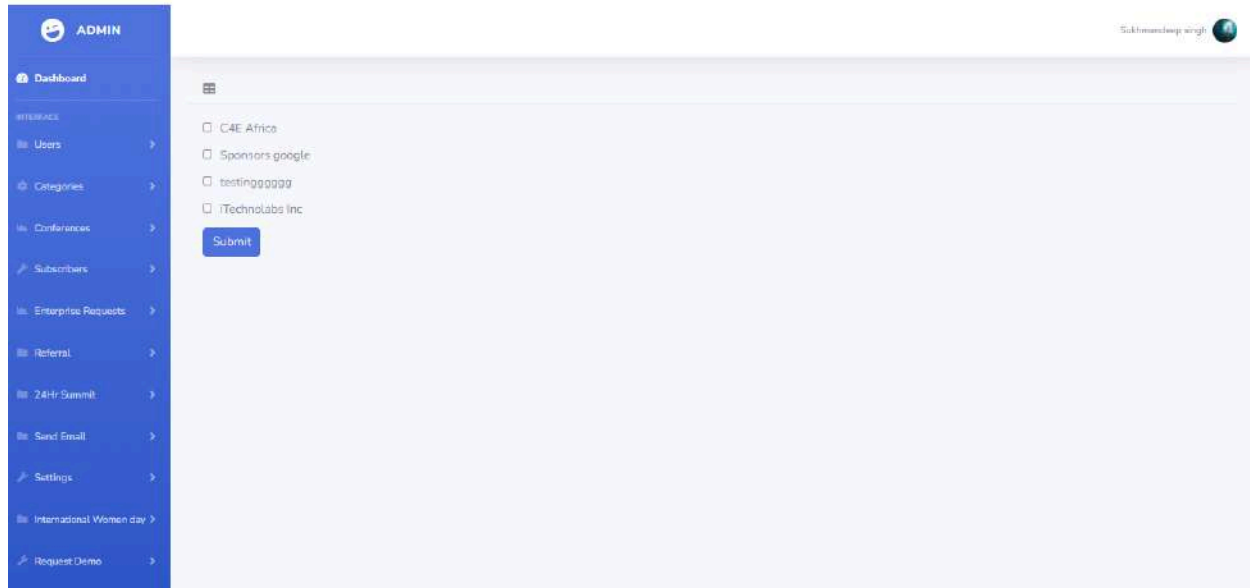
There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

→

### Step 3: Select the sponsors you want to assign to the conference



### To assign role to the user in the admin

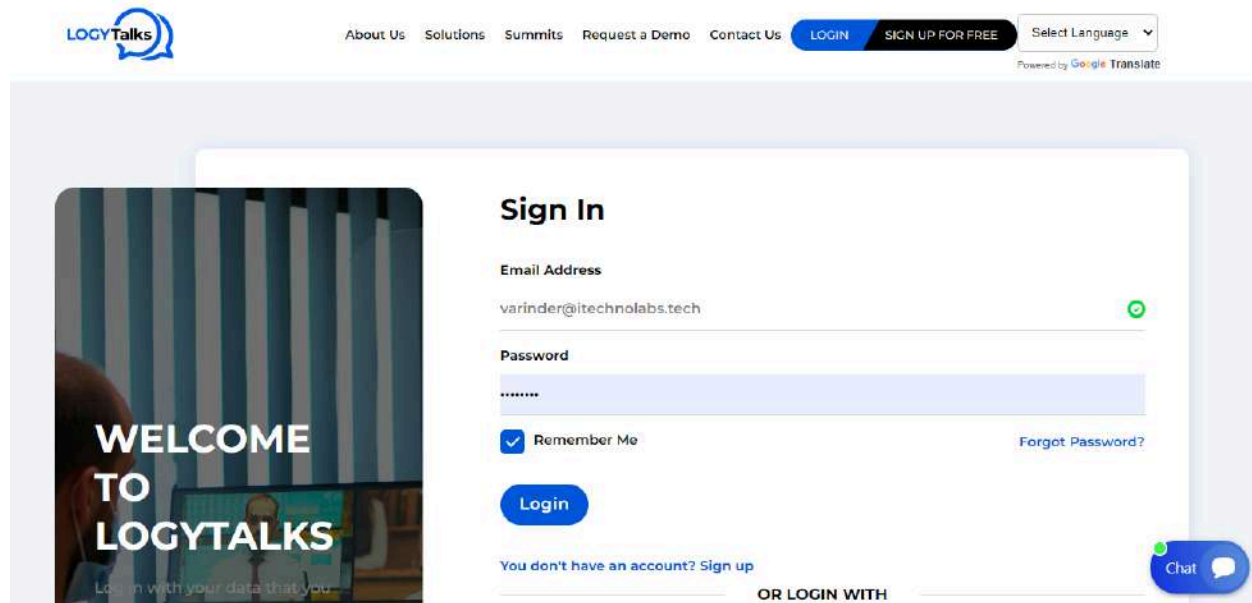
#### Step 1: Sign in from admin credentials

There would be 2 scenarios:

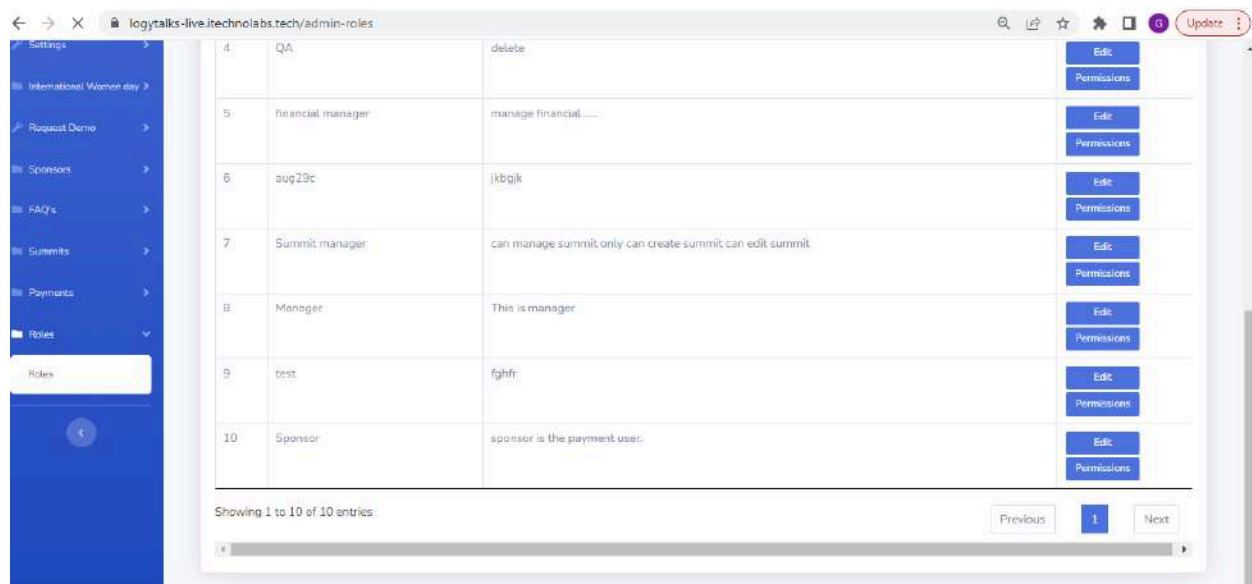
- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

#### Reference:





**Step 2:** Go to roles -> click on roles -> list will appear



**Step 3:** If you want to create a role then click on “create role”

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

→

The screenshot shows the 'Roles' management interface. The table contains the following data:

No	Name	Description	Action
1	deleting conferences	testing	Edit, Permissions
2	QA3	deleting the conferences	Edit, Permissions
3	QA2	delete conference	Edit, Permissions
4	QA	delete	Edit, Permissions
5	financial manager	manage financial ....	Edit, Permissions

#### Step 4: Fill in the details and submit

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

#### Reference:



**Step 5:** The role will be created. Also we can edit the same if required

No	Name	Description	Action
1	deleting conferences	testing	Edit Permissions
2	QA3	deleting the conferences	Edit Permissions
3	QA2	delete conference	Edit Permissions
4	QA	delete	Edit Permissions
5	financial manager	manage financial ....	Edit Permissions
6	sug29c	jkbgjk	Edit Permissions
7	Summit manager	can manage summit only can create summit can edit summit	Edit Permissions
8	Manager	This is manager	Edit Permissions

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**



**Step 6:** Go to users -> Then select the specific user you want to assign the role let us take an example of QA. Then click on roles -> select the roles you want to assign -> Click submit.

The screenshot shows the 'Users' management interface. The table contains the following data:

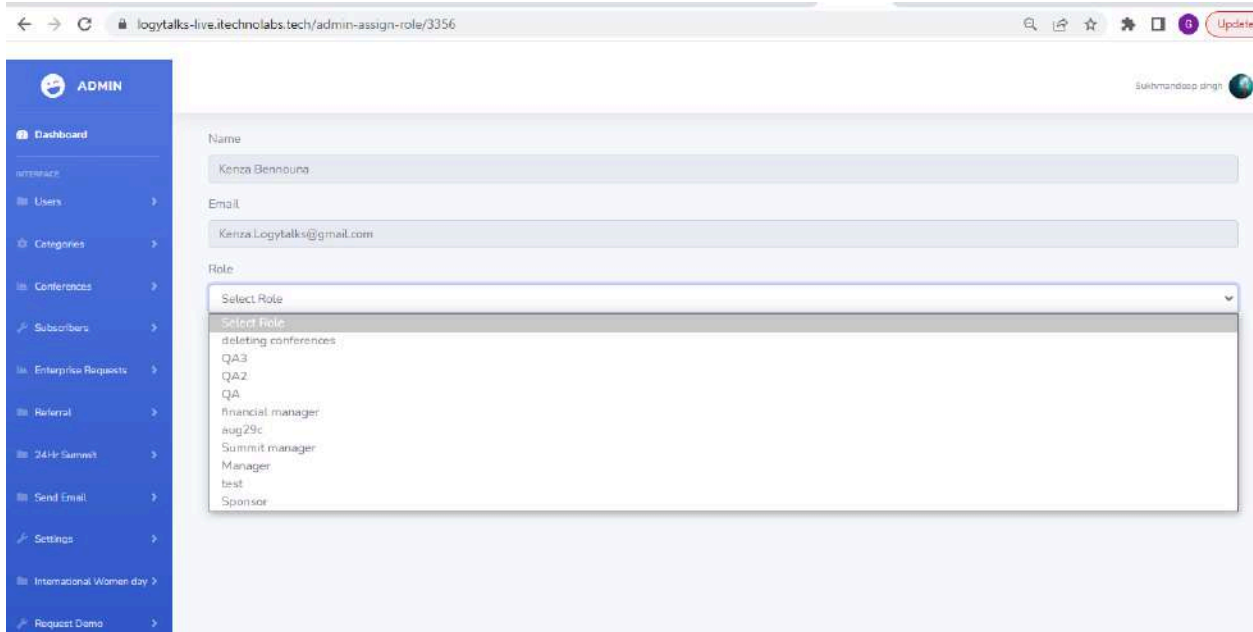
ID	Email	Signup Date	Status	Type	Browser	OS	Comment	Device Type	Device Pointing Method	IP	Action
a. ouna	kenza.Logytalks@gmail.com	October 20, 2022	Active	user							Disable User, Role, Edit, Delete
y	rahulsingh25864@yopmail.com	October 18, 2022	Active	user							Disable User, Role, Edit, Delete

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**





**Now if you want to check whether this user is assigned to that specific role you can go to users -> Select the role from the dropdown listing for the same will be displayed.**

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**



The screenshot shows the 'Users' management page in the Admin interface. A dropdown menu is open, displaying a list of user roles: All Users, All Users deleting conferences, QA3, QA2, QA, financial manager, **aug29c**, Summit manager, Manager, test, and Sponsor. The 'aug29c' role is currently selected. Below the dropdown, a table displays user information:

No.	Name	Email	Signup Date	Status	Type	Browser	OS	Comment	Device Type	Device Pointing Method	IP
1	mail.com		October 20, 2022	Active	user						
2	Honey Low	rahulsingh25864@yopmail.com	October 18, 2022	Active	user						

The screenshot shows the 'Users' management page with the dropdown menu set to 'QA'. The table displays the following user entry:

No.	Name	Email	Signup Date	Status	Type	Browser	OS	Comment	Device Type	Device Pointing Method	IP	Action
1	Rahul Singh	rahul.singhnegi@yopmail.com	September 30, 2022	Active	Admin							<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Block</a> <a href="#">Delete</a>

Showing 1 to 1 of 1 entries

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

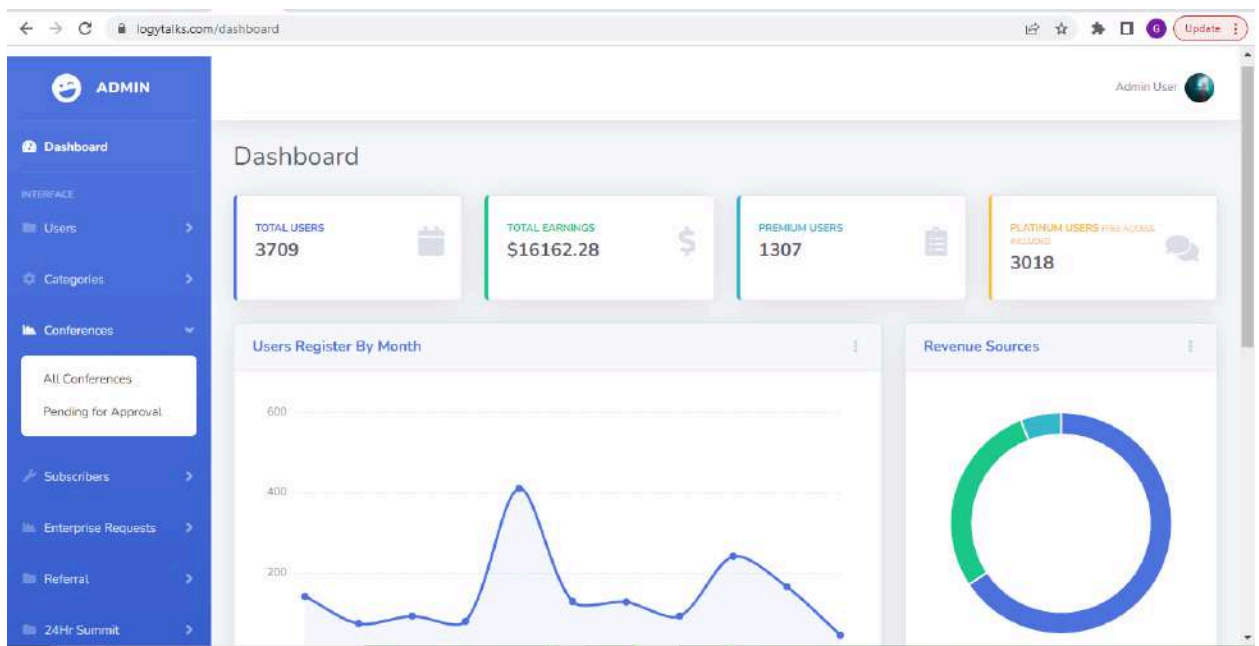


## Updated Flow for Admin Portal

**To change the image for the speaker from the admin:**

**Step 1:** Login to the admin panel

**Step 2:** Go to conferences -> All conferences, list for all conferences will appear.



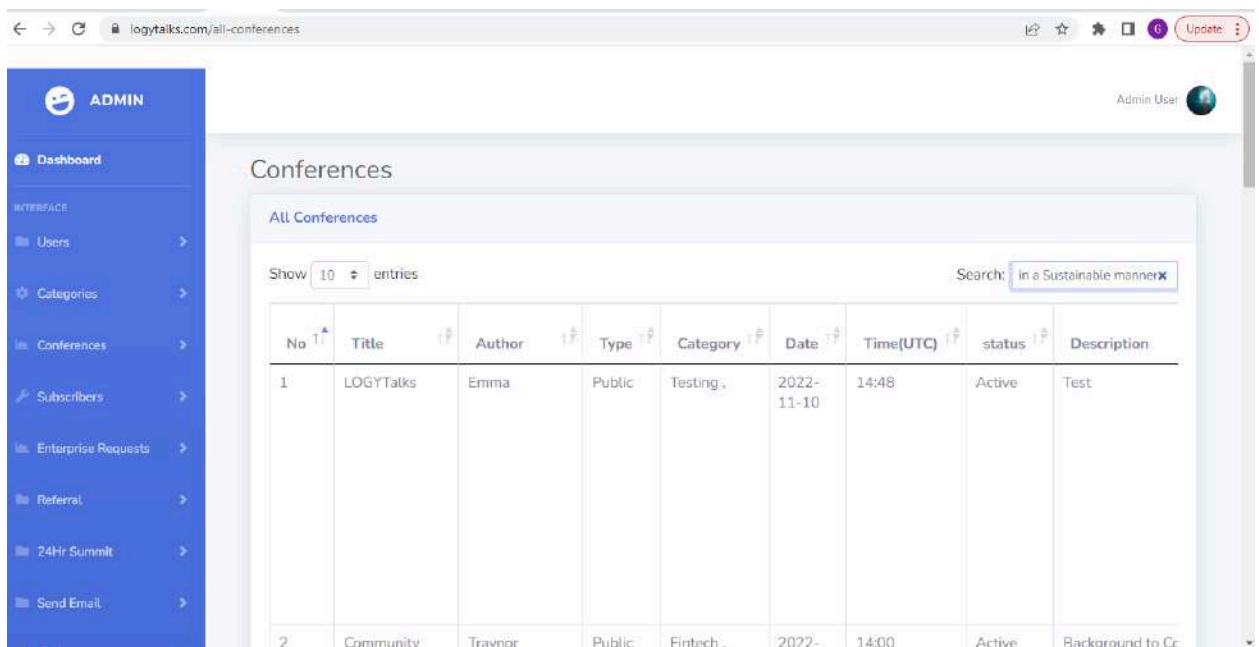
There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

→

**Step 3:** Search for the conference for which you want to change the speaker's image. Suppose I want to change the speaker image for conference "Potential Solutions to overcome it in a Sustainable manner" of the summit "Global energy crisis summit".



The screenshot shows the admin interface for LOGYTalks. The left sidebar contains navigation options: ADMIN, Dashboard, INTERFACE, Users, Categories, Conferences, Subscribers, Enterprise Requests, Referral, 24Hr Summit, and Send Email. The main content area is titled 'Conferences' and displays a table of 'All Conferences'. The table has columns for No., Title, Author, Type, Category, Date, Time(UTC), status, and Description. A search bar at the top right of the table contains the text 'in a Sustainable manner'. The table shows two entries:

No.	Title	Author	Type	Category	Date	Time(UTC)	status	Description
1	LOGYTalks	Emma	Public	Testing	2022-11-10	14:48	Active	Test
2	Community	Traynor	Public	Fintech	2022-	14:00	Active	Background to Cc

**Step 4:** Go to speaker -> edit the image.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

→

logytalks.com/all-conferences

ADMIN

Dashboard

INTERFACE

- Users
- Categories
- Conferences
- Subscribers
- Enterprise Requests
- Referral
- 24Hr Summit
- Send Email

Conferences

All Conferences

Potential Solutions to o-x

is	Description	Image	Conference Language	Audience Language	Translators Assigned	Conference Status	Action
1	A brief on causes of Global Energy Crisis Sustainable Solutions: -Energy Consumption -Energy Efficiency -Renewable	No image uploaded				Not Started	Speakers Delete

logytalks.com/admin-conference-speakers/2495

ADMIN

Dashboard

INTERFACE

- Users
- Categories
- Conferences
- Subscribers
- Enterprise Requests
- Referral
- 24Hr Summit
- Send Email

Speakers

Speakers

Sr.No	Name	Email	Image	Action
1	Hala GOULLAL	halagoullaLlogy@gmail.com		Edit

**Step 5:** Click on edit -> replace the image with the needful image.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

→



## Updated Flow for Sponsors Payment

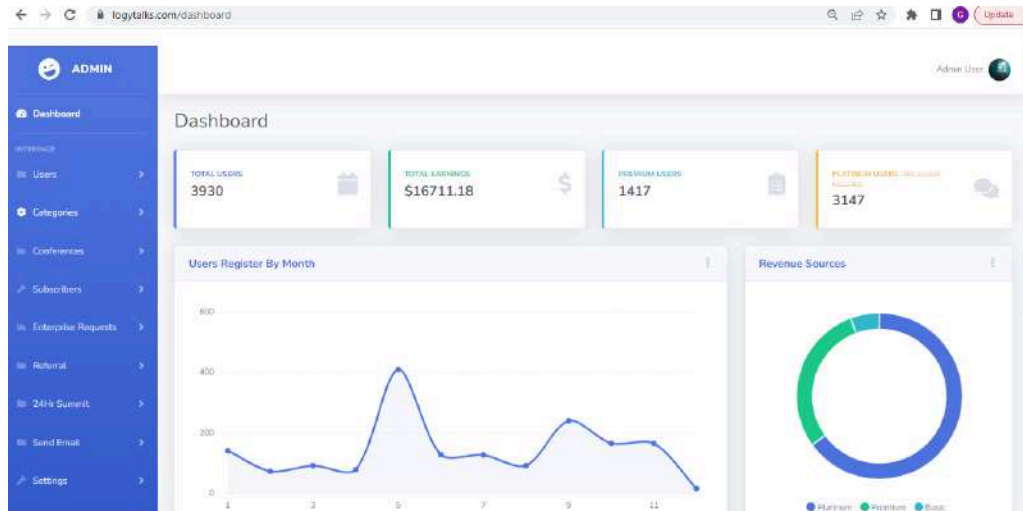
### Step 1: Login to the admin panel

There would be 2 scenarios:

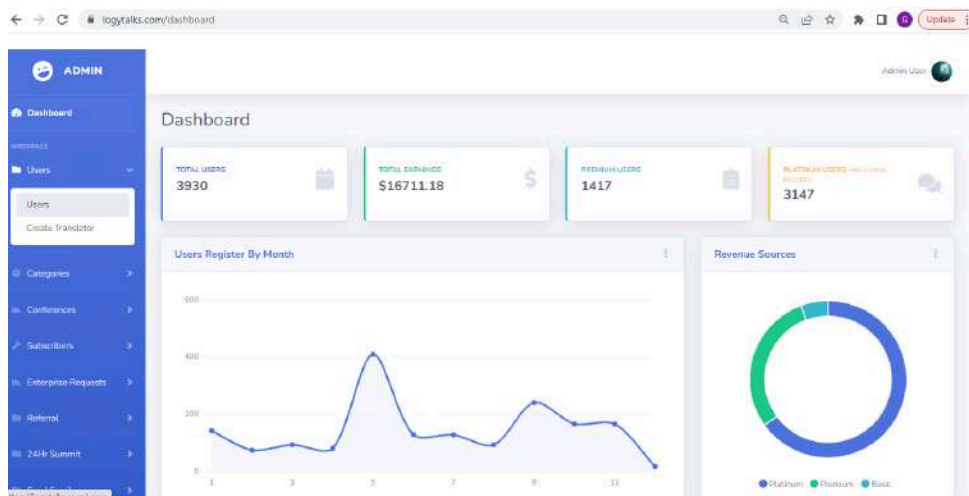
- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

### Reference:

→



## Step 2: Go to user



There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

### Reference:



**Step 3:** Select the user/ sponsor from the list you want to send the payment link

Suppose I want to send the payment link to “GAURI” Specifically who is my sponsor in that case, click on “SEND PAYMENT LINK”.

The screenshot displays the 'Users' management page in LogyTalks. The search bar is set to 'gauri'. The table below shows the following data:

	Signup Date	Status	Type	Browser	OS	Comment	Device Type	Device Pointing Method	IP	Action
itechnolabs.biz	August 3, 2022	Active	user							<a href="#">Disable User</a> <a href="#">Send Payment Link</a> <a href="#">Role</a> <a href="#">Edit</a> <a href="#">Delete</a>

At the bottom of the table, it indicates '3,214 total entries' and navigation buttons for 'Previous', '1', and 'Next'.

**Step 4:** Now, enter the amount which you want to add.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**



The screenshot shows a web browser window with the URL `logytalks.com/sponsors_payment/3262`. The page has a blue sidebar menu on the left with the following items: ADMIN, Dashboard, INTERFACE, Users, Categories, Conferences, Subscribers, Enterprise Requests, Referral, 24hr Summit, Send Email, and Settings. The main content area contains a form with three input fields: the first contains 'Gauri Kashyap', the second contains 'gauri.kashyap@itechnolabs.biz', and the third is labeled 'Enter Amount'. A blue 'Submit' button is located below the third field. In the top right corner of the page, there is a user profile icon labeled 'Admin User' and an 'Update' button.

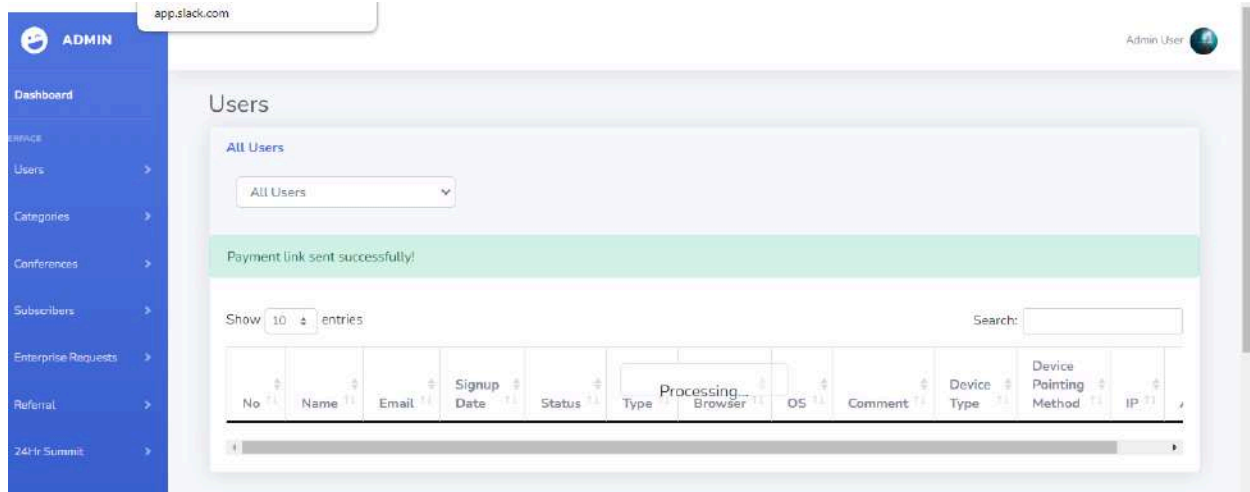
**Step 5:** It will show a pop up message that the link is successfully sent to the user(Sponsor).

There would be 2 scenarios:

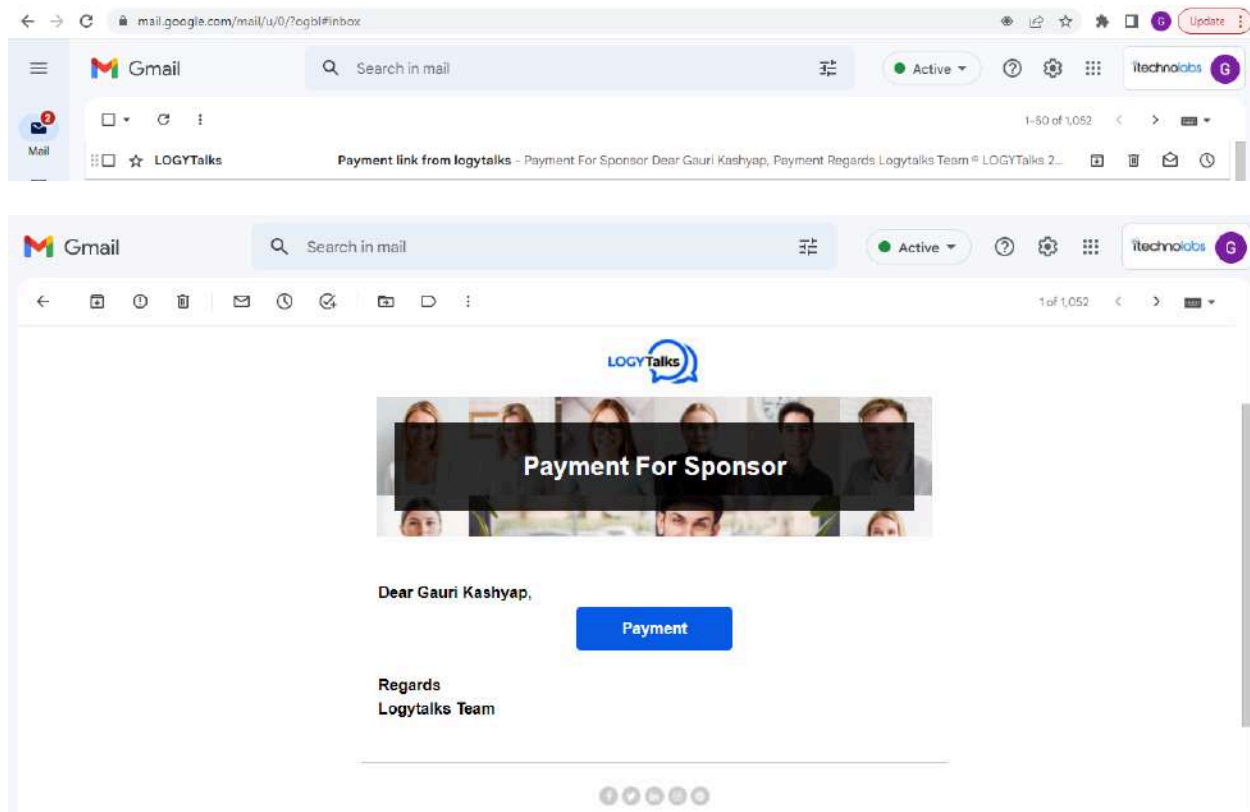
- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

→



## Step 6: Link received by the user.



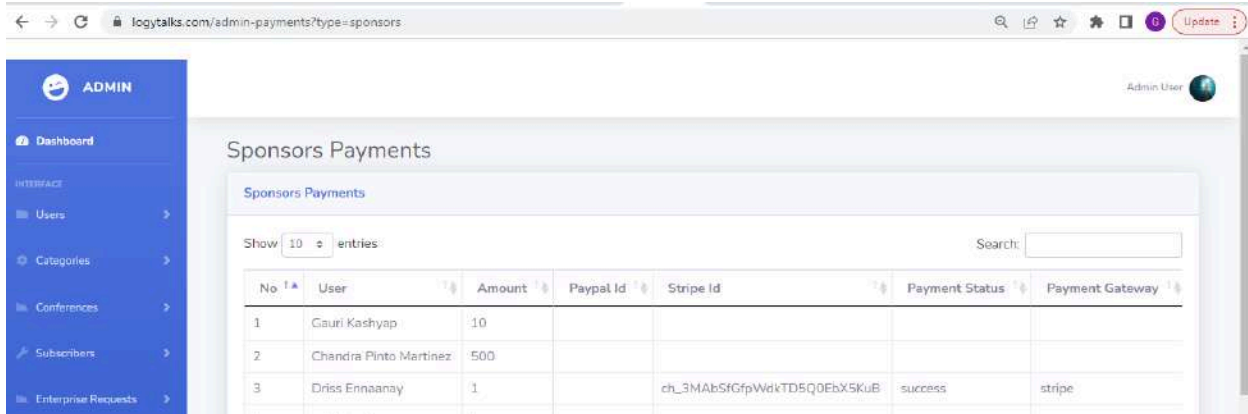
There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

### Reference:



**Step 7:** Once the payment has been completed by the user then the status will be changed automatically.



The screenshot shows a web browser window with the URL `logytalks.com/admin-payments?type=sponsors`. The page title is "Sponsors Payments". On the left is a blue sidebar with "ADMIN" and a menu including "Dashboard", "Users", "Categories", "Conferences", "Subscribers", and "Enterprise Requests". The main content area shows a table with the following data:

No	User	Amount	Paypal Id	Stripe Id	Payment Status	Payment Gateway
1	Gauri Kashyap	10				
2	Chandra Pinto Martinez	500				
3	Driss Ennaanay	1		ch_3MAbSfGfpWdkTD5Q0EbX5KuB	success	stripe

**Step 8:** In addition, the sponsor and the admin will receive the email notification for successful payment.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**



## Updated Flow for User Recording

### For public conferences:

After the conference ends the recording will be automatically visible to all the users irrespective of the fact if the user has attended the conference or not (wrt paid and free conference flow)

For private conferences

After the conference ends the users who have attended the associated conferences are able to see the respective recordings in case they have not attended the conferences the recordings will not be available to them.

For invite-only conferences

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

→

After the conference ends the user who has attended or not attended the conference, the recording will be available to them (NOTE: The recording will be available to those users who have received the invitation)

For private conferences: the recordings are also available for those uninvited with Request Access.

There would be 2 scenarios:

- 1) When the admin add a summit it consists of unpaid conference i.e. no paid conference will be there.
- 2) The second case: in any summit if there is an unpaid conference and the user change the conference into paid then the paid conference that is edited by the user will be removed from the summit.

**Reference:**

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