Fall 12-1-2002

Cooperative Extension Service Online Registration Service

T. Judy McLaughlin
Dakota State University

This Project is dedicated to the memory of
Twylieta Joy Mitchem

DAKOTA STATE

dsu

UNIVERSITY

MSIS
<u>PROJECT APPROVAL FORM</u>

Student Name: ___T. Judy McLaughlin___

Expected Graduation Date: ___Dec. 2002___

Master's Project Title: ___Cooperative Extension Service Online Registration Service___

Date Project Plan Approved: ___12/19/2002___

Date Project Coordinator Notified and Grade Submitted: ___Dec. 2002___

Approvals/Signatures:

Student: _T. Judy McLaughlin_ Date: _12/19/02_

Faculty supervisor: _[signature]_ Date: _12/19/02_

Committee member: _[signature]_ Date: _12/19/02_

Committee member: _Mike Ahelaine_ Date: _12-19-02_

Copies to:
Original Attached to Written Report
Copies to: Advisor, Graduate Coordinator, and Student

Revised 5/30/2002

ACKNOWLEDGEMENT

ABSTRACT

Prior to the development of this project, the South Dakota Cooperative Extension Service did not have an online registration system. Workshop participants registered manually; by telephone, by mail or at the door. This was an inefficient use of employee time and other resources. It was also inconvenient for participants. To answer this need, an online registration system was developed. ColdFusion was used as a database-to-web gateway. This database driven system allows the workshop manager to setup and manage the registration pages. The manager and the administrator pages are located on the Extension Services private intranet site. These include workshop management pages and participant management pages. The public pages are located the internet site and include the workshop search page and the individual registration pages.

TABLE OF CONTENTS

LIST OF ILLUSTRATIONS

LIST OF TABLES

INTRODUCTION

The purpose of this report is to describe the planning and development of an online registration system for the South Dakota Extension Service. This system solves the need to make workshop registration more convenient and efficient.

The report discusses the database-to-web technology which makes the system possible. There are three user groups; administrator, manager and public. The administrator and the manager pages are located on the secure, private side of the Extension Service website. The registration pages will be located on the public internet.

The Extension Service Online Registration System will be a tool to help the County Extension Educator educate the people of South Dakota. The Registration System is a flexible system where an employee involved in a particular workshop creates, manages and deletes the online registration page. This will increase the efficiency of employee resources. It will also be more convenient for the participants to register for workshops.

In 1914 the Federal government passed the "Smith Lever Act Which established the extension mission for the land-grant colleges". It was within this structure, in "1915 the South Dakota legislature enacted legislation for the formation of the South Dakota Cooperative Extension Service (CES)" (Cholick, 2000, p. 3). The function of the Extension Service is to serve and educate the people of South Dakota.
Today there are 66 County extension offices across South Dakota with 102 county educators. The Cooperative Extension Service began at a time when farming was done by horses and plows. Today technology has changed not only for agriculture, but also for CES. The Extension Service Online Registration System is a further use of technology.

STATEMENT OF PROBLEM

The mission of South Dakota Cooperative Extension Service (CES) is "to serve the people of South Dakota thorough an educational process that helps them improve their lives by applying unbiased, science-based knowledge focused on issues and needs." (Cholick, 2000, p. 4). Much of the education is done through workshops, classes and seminars which are open to the public.

Currently the registration for these workshops is handled manually. To hand process the registration is an inefficient use of employee's time. When no pre-registration is required, it is difficult to know the number of participants. This can lead to inefficient use of employee time if only a few participants attend the meeting. It is also difficult to know the quantity of supplies needed.

At a time of budget reductions, there is an urgent need to operate in a more efficient manner. An electronic workshop registration system would improve efficiency in several ways. First it would reduce the man-hours required for processing the registrations. Second, it would better utilize resources by tracking the number of participants planning to attend any given workshop. Third, it also will be more convenient for the participants to register.

Current Situation

At this time, there is no electronic registration in place at the CES. Currently, to register a participant must contact the CES office that is presenting the workshop. There are several ways this is accomplished.

1. Registration by phone. The disadvantage with this is that it requires employees to receive the call and to record the registration.
2. Registration by mail. This still requires the use of employee's time to process and record the registration form. It is also inconvenient for participants.
3. Registration at the door. This can have a bottleneck effect if many participants are registering at the same time. Also, if participants do not register before the workshop, it is difficult to know if minimum attendance has been reached.

Current Technology

CES has both a public internet website and an intranet website which is accessible only to employees. Currently the internet site is being used only to inform the public of upcoming workshops. There are individual web pages for each county. Information about upcoming workshops can be posted here. Also the website includes a calendar for upcoming events across the state.

Currently both the intranet and the internet are running on dual Xeon Pentium 4 processors. The operating system is Microsoft Windows 2000 Server. ColdFusion version 5 is also running on the server.

OBJECTIVE OF THE PROJECT

My goal is to build a registration system that integrates with the current internet and intranet websites. It must be flexible to meet the needs of many different types of workshops and situations, yet it must be simple to operate so that staff with limited technical skills will find it easy to use. This system allows flexibility by letting the manager (employee) set up the registration page to meet the specific needs of the workshop.

The registration page will allow the participants to register for the workshop. It also should be easy to access and use.

Deliverables

The registration system includes the following pages:

1. Administration Home Page

This page is on the private intranet. It allows the CES Information Administrator to supervise the registration system. It displays information regarding all the workshops that are in the system. It contains a link to the Administrator Detail page which displays more details for each workshop.

2. Participant Search Pages

This page is a location for the administrator and manager to search for a participant and will search by the following fields:

    2.1 Participant's first name

    2.2   Participant's last name

    2.3   Invoice Number

3. Workshop Information Management

These pages allow the administrator and manager to change or delete information regarding a workshop. It consists of four pages:

    3.1 Workshop Edit

    3.2 Participant Report

    3.3 Email Distribution

    3.4 Purge

4. Participant Information Management

These pages allow the administrator and manager to change the information regarding a participant. It consists of three main features:

    4.1 Edit Participant Information

    4.2 Change invoice status

    4.3 Delete a Participant from database

5. Manager Home Page

This page is on the private intranet. It allows the manager to manage the registration page. It contains a link to the Manager Detail page which displays complete details for each workshop.

6. Setup Page

This page is on the private intranet and will include the following fields:
- 6.1 Meeting name
- 6.2 Meeting date
- 6.3 Contact person
- 6.4 Meeting location
- 6.5 Meeting description
- 6.6 Registration cost
- 6.7 Submit button
- 6.8 Other (this can be used for any other information)

7. Registration Pages

These pages are on the public internet website and will allow participants to register for the workshop. It includes the following fields:
- 7.1 Participant's name
- 7.2 Participant's address
- 7.3 Phone number
- 7.4 E-mail address
- 7.5 Payment method
- 7.6 Submit button

8. Workshop Search Page

This page is a location where participants can search to locate a particular workshop by the following fields:
- 8.1 Workshop name
- 8.2 Date
- 8.3 Location
- 8.4 Manager name

9. Database Tables

This stores data from all the workshops and will include three tables.
- 9.1 Workshop Table
- 9.2 Participant Table
- 9.3 Personnel Table

SCOPE

Project Overview

This project was to design and construct an online registration system for Cooperative Extension service. Because there are such a variety of different types of workshop, a dynamic approach was taken. The manager of a workshop fills out the setup page and when the form is submitted, the new registration page is dynamically created. Also, the manager can dynamically manage and delete the workshop and participant pages.

How the Registration System Works

The registration system is programmed using ColdFusion. "At the heart of the program is the database-to-web gateway." Records from the database files are displayed dynamically. This allow for changes in the data without having to create a new HTML file for each change. (Mohnike, 2000, p. 8) The web application server works together with the web server to process the ColdFusion Pages. If the page that the client request ends with a ColdFusion extension (CFM), the web server sends it to the application server for processing. The client is unaware of this because, it is done before the page is sent to the client browser.

The processing steps:
1. "The web browser requests a web page.
2. Web server receives the page request
3. Web server instructs application server to process the page
4. The application server processes the page and generates output.
5. The web server sends the output to the browser." (Macromedia Inc., 2002 ,p. 3)

Using Database-to-Web Technology

A database drives the registration system. Different items are displayed on the same web page depending on who the client is or what items they request to view. The database consists of three tables:

1. Personnel.
This table drives the manager information. Manager name is displayed based on Personal ID that is set in a cookie when the manager logs on to the intranet. The remittance address is also from this table.

2. Workshop.
This table drives the workshop information. These include items such as workshop name, date, location and cost.

3. Participants.
This table drives the participant information. These include items such as Participant's name, address and date of registration.

Example:
The invoice pulls information from all three tables. The remittance address is from the Personnel table. The Bill-to address and invoice number are from the Participant table. The amount due is the cost from the workshop table.

How it differs from what is current

The online registration system is a new program for CES. Currently, the registrations are processed manually by telephone, mail or at the door. Even though the online registration system is new, the technology was in place to facilitate its development. The existing public internet was essential to post the registration pages. The private intranet was needed to give a secure location for the manager to manage his or her workshops. No additional software or hardware was installed in the development of the registration system.

Implementation

Implementation will be completed in two steps.
1. Test Implementation
Initially, the registration system was installed in a non-public folder on the CES server. This will limit employee access to only those that are involved in the testing of the new system.
2. Complete Implementation
After the test period has been satisfactorily completed, the registration system will be integrated into the regular internet and intranet folders.

Software:

This registration system must be integrated into the current system used at the CES. The following are software that is currently being used:
1. ColdFusion
It will be used to code most of the pages. Also, ColdFusion will be used to verify the manager's identity before granting access to the manager pages
2. Access
This Database will be used to store the tables.
3. Microsoft Server
It is the system on which the internet and intranet sites run.

Registration System Users:

These are the primary registration system users:
1. Administrator:
This is the person that supervises the entire registration system. Although the manager is responsible to create, manage and remove the registration page for each workshop, the administrator oversees the whole process.

2. Manager:

This will be the person that will set up, manage and remove the registration page for a particular workshop. At any given time, there may be many different managers in charge of different workshops.

3. Participant:

This is the general public that registers for a workshop.

PROJECT DETAILS

Administration Only Access

Administration Home Page

This page is only accessible to the information department administration. It lists all the workshops that are currently in the system. For each, it lists workshop name, date, manager, and the workshop status. There is also a link to the Administration Detail page which show more detail for each workshop

Workshop Status

The workshops are listed in order by date; the oldest first. The workshop status has two categories; current and past due. At a glimpse the administrator knows which workshops are current. The current category shows all the workshops that have not happened yet. Past due category lists all the workshops that have a workshop date that is older than the current date. The numbers of days past due are displayed on the administrator home page. To accomplish this, a comparison is made between the workshop date and the system date. The function dateDiff() is used to calculate the number of days between the two.

```
<cfset daysdue = #dateDiff('d',now(),WS_date)#>
   <cfif daysdue lte -1>
    #daysdue# days past due.
    <cfelse>
    Current.
   </cfif>
```

Extension Intranet

Administrator Home Page   Search for a Participant

Administration Workshop Home Page

Here are all the workshops in the system

As of December 04 2002, There are 6 Workshop.

Workshop Name	Details	Workshop Date	Workshop Manager	Workshop Status
Drought Management Seminar	Details	Aug 04 2002	Mary Helen	-122 days past due.
Hunter's Safety	Details	Sep 01 2002	Robert John	-94 days past due.
Computer Training Workshop	Details	Dec 01 2002	Joy Nelson	-3 days past due.
Food Safety Workshop	Details	Jan 07 2003	Mary Helen	Current.
4-H Journal Training	Details	Jan 15 2003	Joy Nelson	Current.
Master Gardener Training	Details	Jun 03 2003	Joy Nelson	Current.

Figure 1: Administrator Home Page

Cooperative Extension Service Online Registration System
Project Report

Administration Detail Page

This page shows more detail about a specific workshop. It is accessed by a link on the Administration Home page which also sends a URL variable of URLname = #URLname#. The page then displays all the information regarding the workshop indicated by the variable.

Links on Page:
1. Workshop Edit page
2. Purge Page
3. Email Participants
4. Report Page
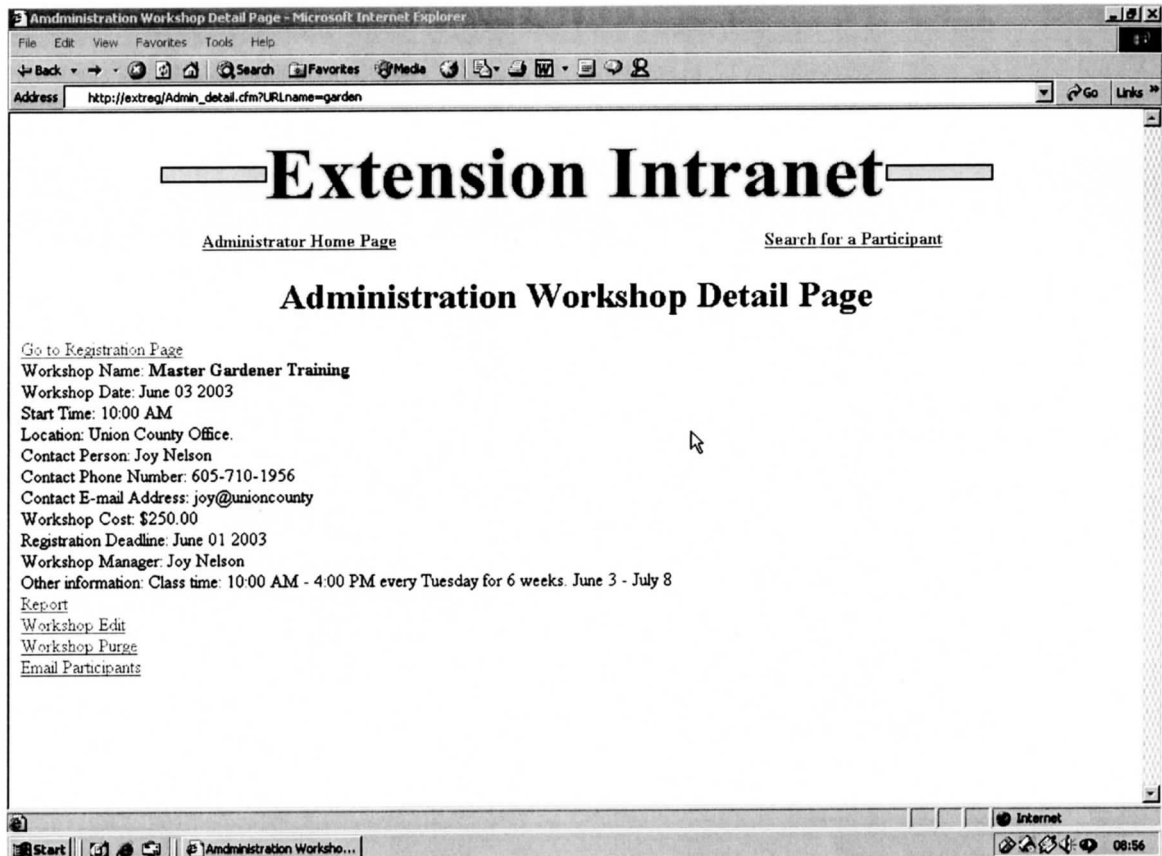
Figure 2: Administration Detail Page

Administration and Manager Access

Workshop Management Pages

These pages are used to edit and delete workshop information. There are links on the Manager Detail Page and Administration Detail page to these pages.

Workshop Edit Page

The edit page consists of a form with the same fields as the setup page. The input fields are populated with the current value for a particular record. The user can change the value of any of the fields. When the form is submitted, the record is updated in the database.

Figure 3: Workshop Edit Page

Purge Page

The Purge link on the Administrator Detail and Manager Detail page sends the user to purge.cfm. It also sends a URL variable that is set to the URLname (this is the variable that uniquely identifies the workshop). The purge page deletes all items relating to that particular workshop. When the purge button is clicked, a confirm box asks the user "Are you sure you want to delete all items regarding this workshop." If yes is selected, then the user is directed to Purge_Process.cfm to delete the workshop information. This is done in three steps.

1. It deletes the workshop record in the Workshop table where the URLname matches the URL variable.
2. It deletes all the participant records in the Participant table where the URLname matches the URL variable.
3. It deletes the actual web page by using <cffile> where the last extension of the URL address matches the URL variable.
   <cffile action="delete"file="\ *URL path* \#URLname#.cfm">
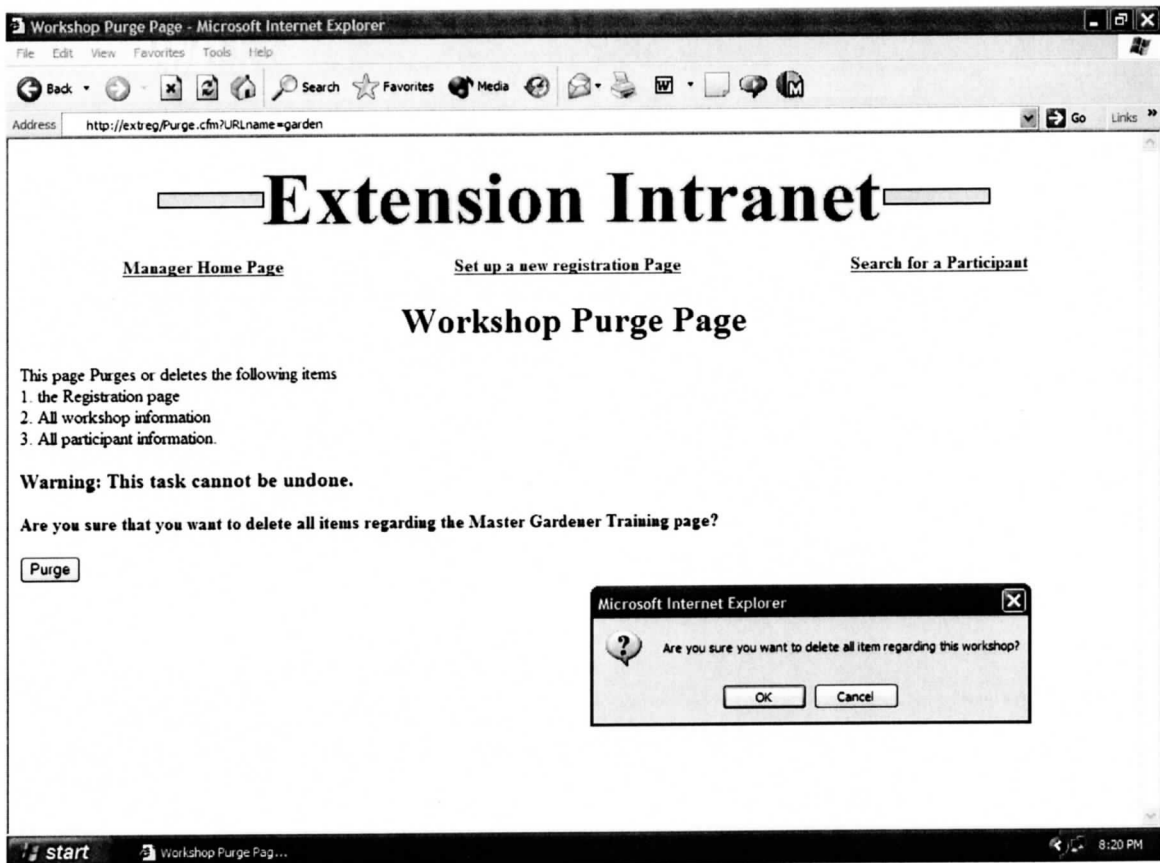
Figure 4: Purge Page

Email Distribution

The Email Distribution page is a quick and easy way for the administrator or manager to send a message to the participants of a particular workshop. The workshop selected is based on which URL variable was sent when the page was opened. The form includes an input box that allows the user to enter the email subject line and a text box to enter the body of the email. When the form is submitted, a confirm box asks the user "Are you sure that you want to send this email to all participants of this workshop?" If the user clicks yes, he or she is redirected to the Email_Process.cfm page for processing.

The email is to be sent only to the participants of a particular workshop, therefore the URL variable is use to query which participants to email. Participants are not required to enter an email address on the registration page, but if they do not have an address they are to enter NONE. To not select these participants, the SQL condition <> is used. This excludes all NONE from the email field in the database.

```
<cfquery name="info" datasource="extreg" >
   SELECT *
   FROM participant
   WHERE  P_email <> 'NONE'
   AND URLname= '#URLname#'
</cfquery>
```

The return address on the email will be the email address of the contact person.
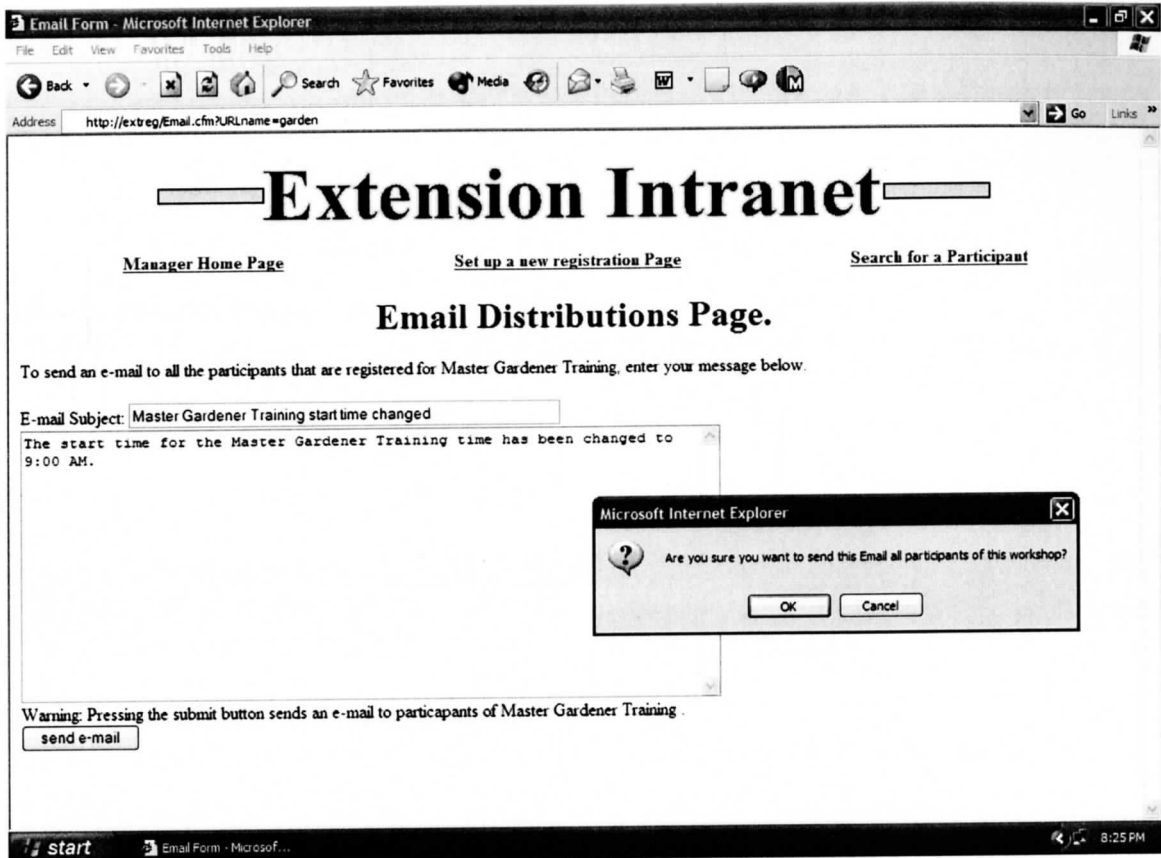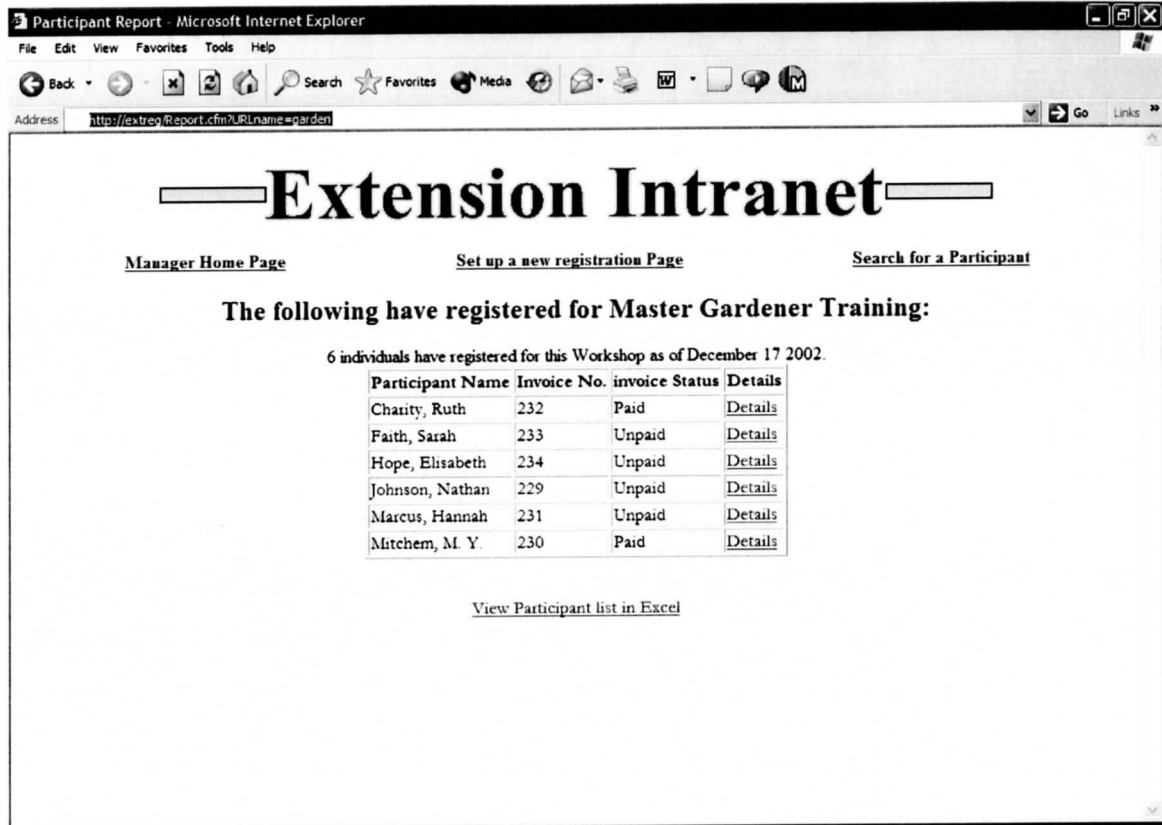
Figure 5: Email Distribution Page

Report Page

The Report link on the Administrator's Home or Manager's Home page sends the user to report.cfm. It also sends a URL variable that is set to the URLname (this is the variable that uniquely identifies the workshop). The report page then displays the participants that are registered for that particular workshop. The page displays Participant name, invoice number, invoice status and a link to the Participant Detail page. Also, there is link to a page that will show the participant report as an Excel file.

Figure 6: Report Page

Report Detail Page

This page displays the complete participant information. The page contains links that give the administrator the means to edit or delete the participant information.

Figure 1: Report Detail page

Participant Management Pages

The links on the Administration Detail page give the Administrator a means to manage the participant information. These same pages are accessible for the manager from the Manager Detail page. When any of the links are clicked, the PartID is sent as an URL variable to the new page. The PartID is used to uniquely identify which participant is to be selected.

Change Invoice Status

The Report Detail page contains a radio box which consists of two options; paid and unpaid. To change the status the manager selects on one of these options and clicks on the Change Invoice Status button. This directs the user to the Change_Inv.cfm to process the change. The database is updated and the change is displayed.

Participant Edit Page

The edit page consists of a form with the same fields as the registration page. The input fields are populated with the current value for a particular record. The user can change the value of any of the fields. When the form is submitted, the record is updated in the database. This page functions similar to the Workshop Edit page.

Participant Delete Page

The Participant Delete page is used to remove a particular participant from the database.
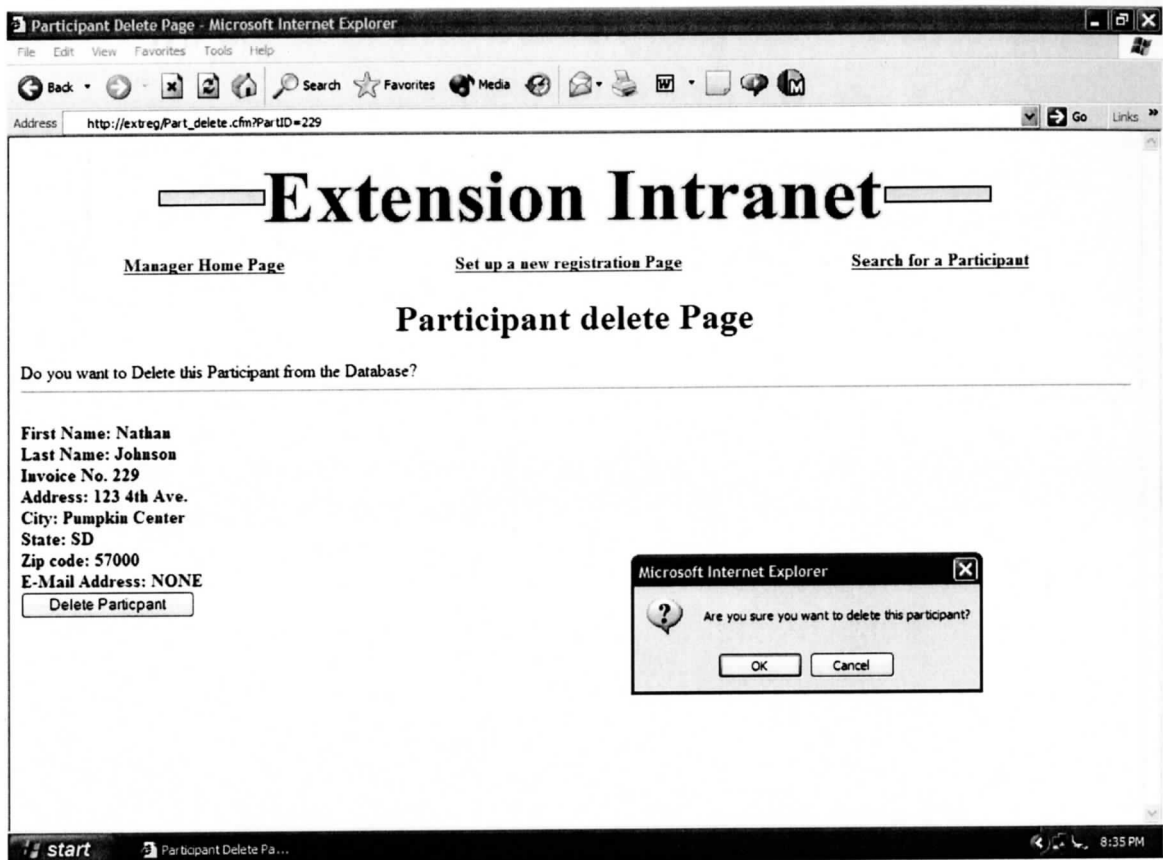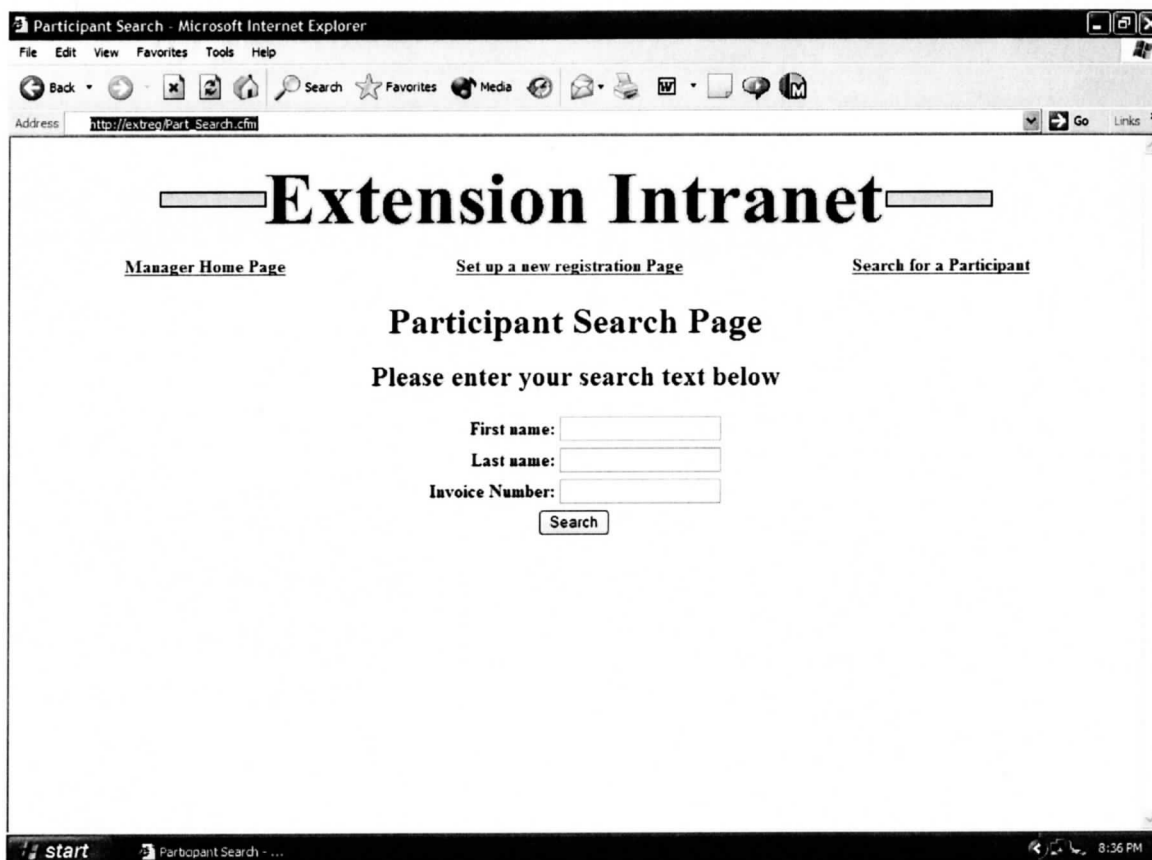
Figure 2: Participant Delete Page

Participant Search Page

This page gives the manager a way to search for participant information. This will be useful when a participant calls with questions regarding their invoice. There are three input fields to enter search words; first name, last name or invoice number. The user can use one or all three of the input fields.

When the page is submitted, it redirects the user to Part_Search_Process.cfm which processes the search. It uses the SQL condition LIKE to compare the items entered into the input fields with the database and returns a match if they are similar. It disregards capitalization and also finds a match in a string that is contained within a word. Example: If the user enters SIOUX and Sioux Falls is in the database, it would return a match.

Figure 3: Participant Search

Manager Only Access

Log-in

To access any of the manager pages the employee must first log into the intranet. This is a password protected site. This sets a cookie with the manager's personal ID number. The cookie is then used to identify the manager to personalize the page. More importantly, it is used to keep track of who is in charge of which workshops.

Manager Home Page

The Manager Home page is on the private intranet and it provides a central location to access the manager pages. It is personalized to display only the workshops that that the manager has setup. For each workshop, this page lists Workshop Name, Date and workshop status. There is also a link labeled Detail which takes the user to the Manager_Detail.cfm which gives complete details regard a specific workshop.
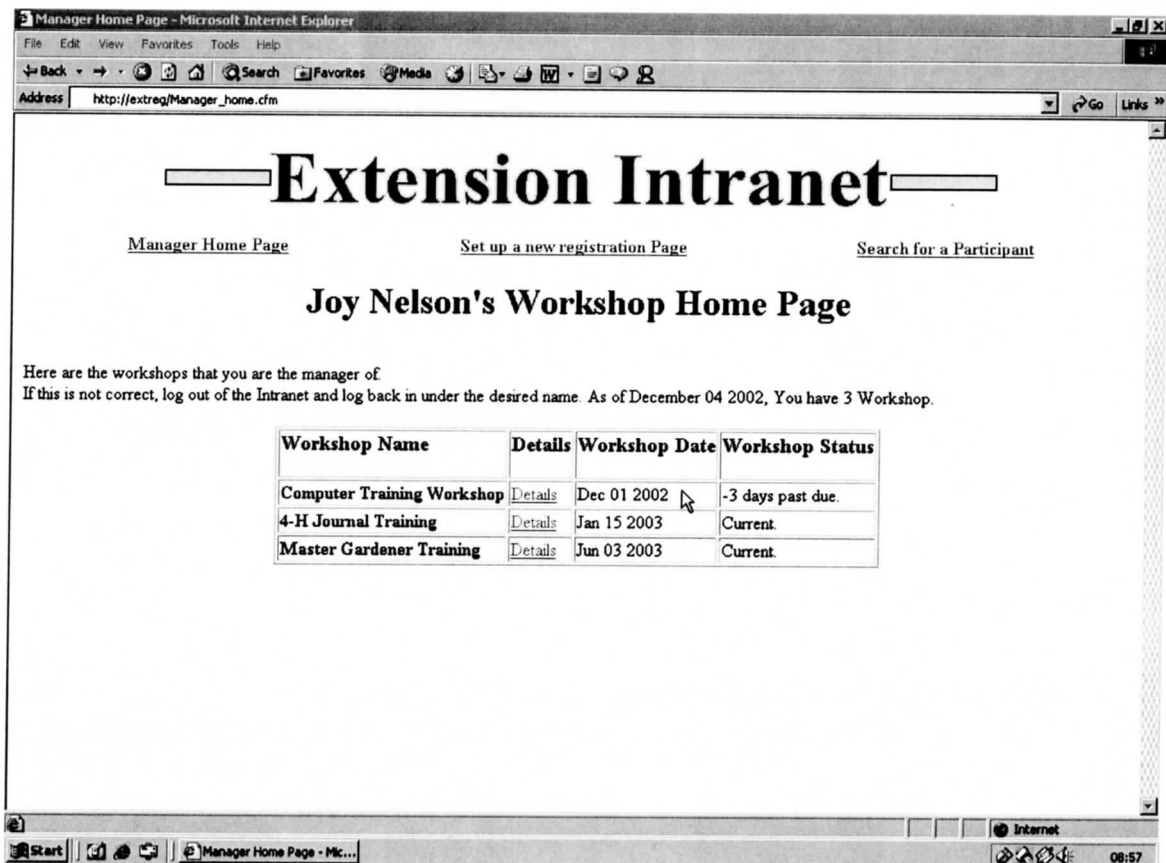
Figure 4: Manager Home Page

Manager Detail Page

The detail link on the Manager Home page sends the user to the Manager_Detail.cfm. It also sends a URL variable that is set to the URLname. The Manager Detail page then

displays the information of the workshop with this workshopID. This page is very similar to the Administration Detail page.

Create New Registration Page

Setup Page
This is a form where the manager enters the workshop information. Items entered include workshop name, date, time, location, contact name, contact phone number, other information and cost. Also, URLname is entered. This is the unique name given the workshop that will be used as the final part of the URL Address. An if-statement is used to check if the URLname that the manager entered has been used before. The URLname is the primary key for the database record, so the value must be unique.

When the form is submitted, these items are entered in the workshop table. Also submitted is the manager ID. This is taken for the cookie and is passed by a hidden input tag. When submitted the user is redirected to the Setup_process.cfm

Figure 5: Setup Page

Setup Process

The setup process is completed in two steps. First, it updates the database with the workshop information that was entered on the Setup.cfm. Second, it creates a new registration page.

1. Update the Database

Items that the manager entered on the Setup.cfm form are added into the workshop table of the Extreg database.

2. Create New Page

To create the new page the <CFFile Action = Write> tag is used. This copies all items inside of the tag to a new page. This includes the basic layout of the new registration page.

```
<cffile action="write"
        File="\\ URL path \#form.URLname#.cfm"
        Output=" The compete code for the new registration page ">
```

The URL of the new page will be specified inside the tag by file="name of the folder\#form.URLname#". The variable #form.URLname# is the unique name given to this workshop and is the name the manager entered on the "Setup.cfm".

The new registration page consists of two parts

1. Workshop Registration Information

This is general workshop information displayed on the page for the participants. It is dynamically populated from the workshop table.

2. Registration Form

This is a form that the participants fill out with personal data. It includes their name, address, phone number and email address. When the form is submitted, the data is entered into the participant table. Included in this form is a hidden input tag that has the value of the URLname. This value is then added to the participant table with each registration. The URLname is then used when query the participant that are registered for a particular workshop.
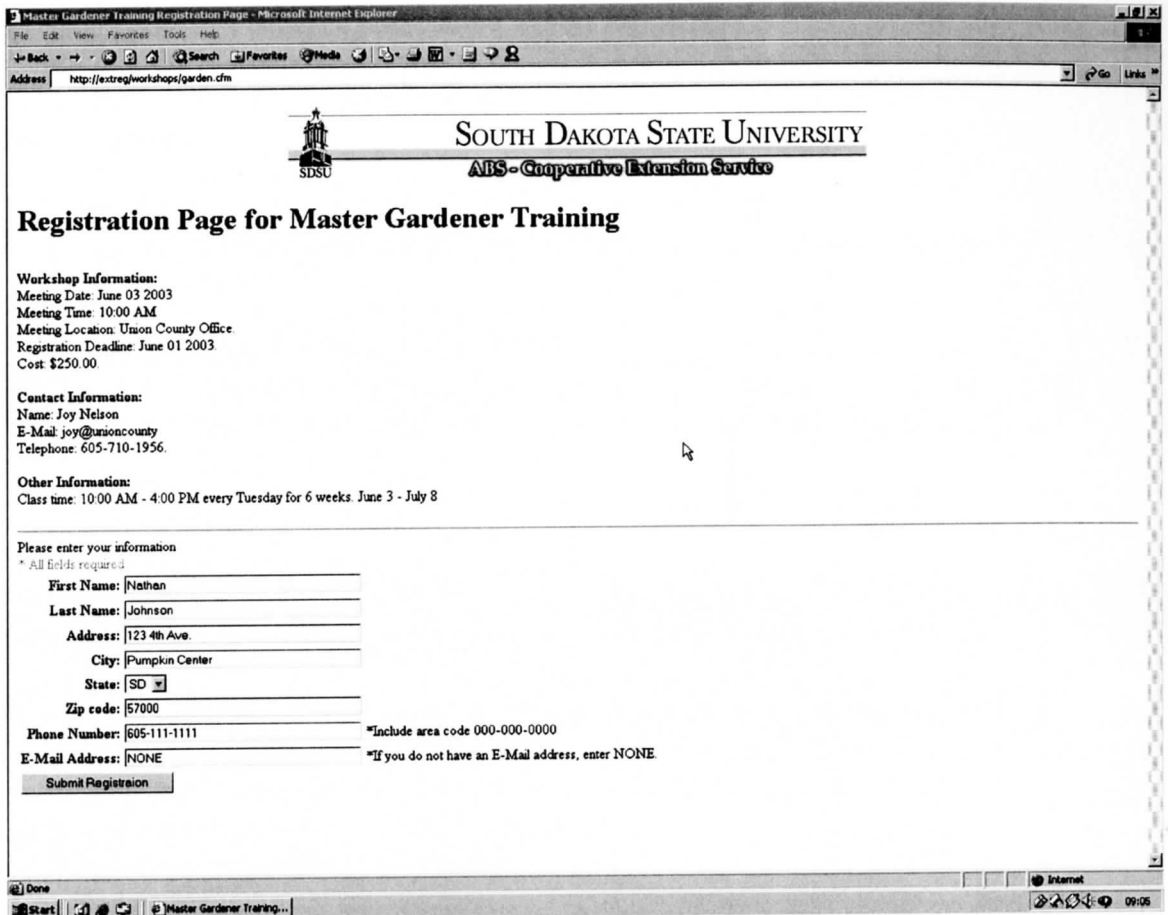
Figure 6: New Registration Page

Variables

Inside the <cffile> tag variables are handled in two different ways.

1. Constant Variable.

If a variable is to become a constant on the new registration page then single # is used around the variable. Example, the URLname will be constant on a new registration page.

This is how the code would look in the Setup_process.cfm:

```
<CFQUERY DATASOURCE='Extreg' NAME='workshop_info'>
      SELECT *
      FROM Workshop
       Where URLname = '#form.URLname#'
</CFQUERY>
```

This is the same segment of code on the new registration page where the manager entered "training" at the URLname.

```
<CFQUERY DATASOURCE='Extreg' NAME='workshop_info'>
      SELECT *
```

Cooperative Extension Service Online Registration System
Project Report

23

```
    FROM Workshop
      Where URLname = 'training'
</CFQUERY>
```

2. The second way that variables are handled within the <cffile> is to keep them as variable on a new registration page. This is accomplished by putting double # around the variable

Example:
On the Setup_submit:
Meeting Location: ##WS_Location##.

On the New registration page:
Meeting Location: #WS_Location#.

Public Access

All these pages are on the public side of the CES website.

Workshop Search Page

This page is the main page for the public to access and search for a workshop. It is labeled Index.cfm. There are four input fields; workshop name, location, date and contact person. There are two submit buttons; Submit Search and View All. If the "Submit Search" button is clicked, it returns a match of items that were in the input fields. If "View All" button is clicked, it returns all workshops in the database. When either of these buttons is clicked, the browser is redirected to Index_Process.cfm where the search is processed.

Figure 7: Workshop Search Page

For each workshop that is matched, the page displays workshop name, location, date, contact person and a link to the registration page.

Figure 8: Workshop Search Process

Registration Pages

These are the pages that the managers generate, manage and delete.

Figure 9: Registration Page

Registration Process

This page processes the information that was entered on the registration page. They are added to the database. This includes the following items:

1. First name
2. Last name
3. Address
4. City
5. State (a select box to choose a state)
6. Zip code
7. Email Address (optional)

URLname is passed by a hidden input tag. This is then used to identify the workshop for which a person is registering. Also, the current date is added to the database in the RegistDate field. This will be used as the invoice date.
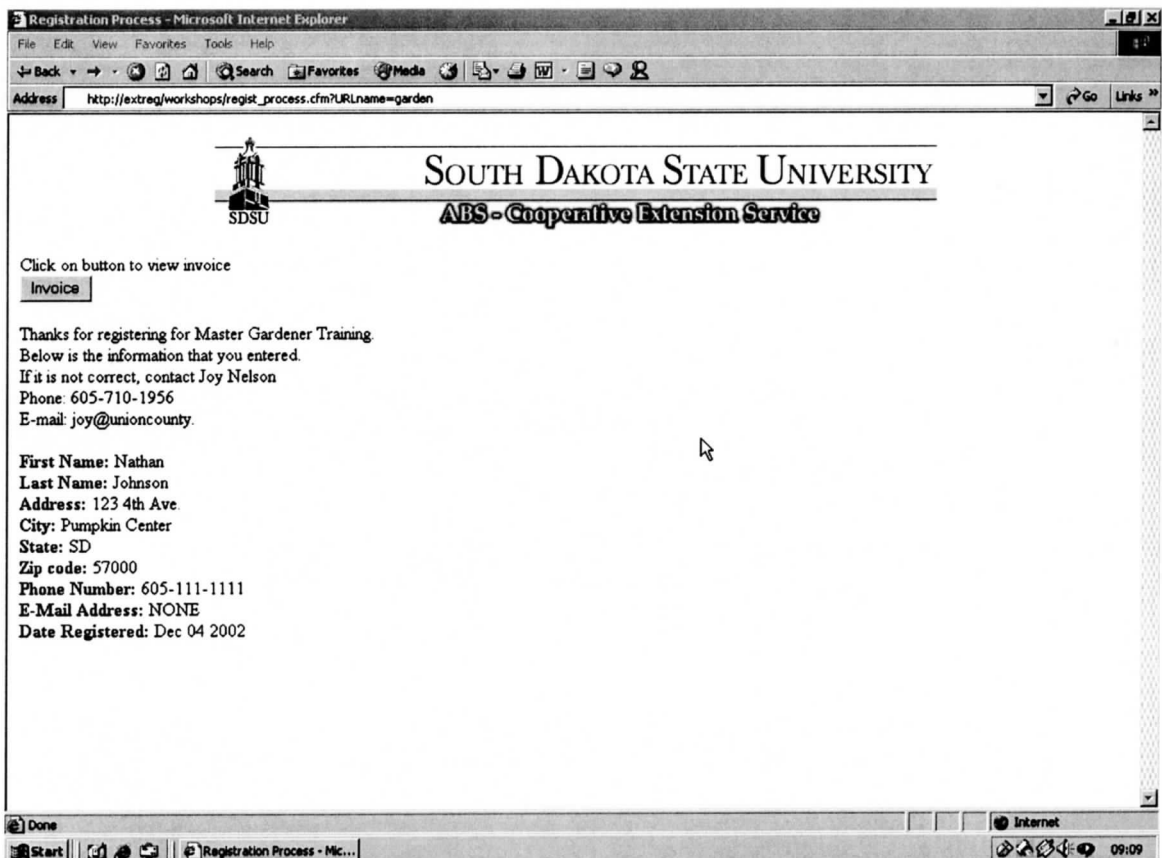
Figure 10: Registration Process Page

Invoice

The invoice gives the participant a confirmation of their registration and a document to send with the remittance payment. When setting up a workshop, the manager may enter the cost of zero. This will indicate that the workshop is free and no invoice is generated. An if statement evaluates the cost and when it is not free, an invoice is generated
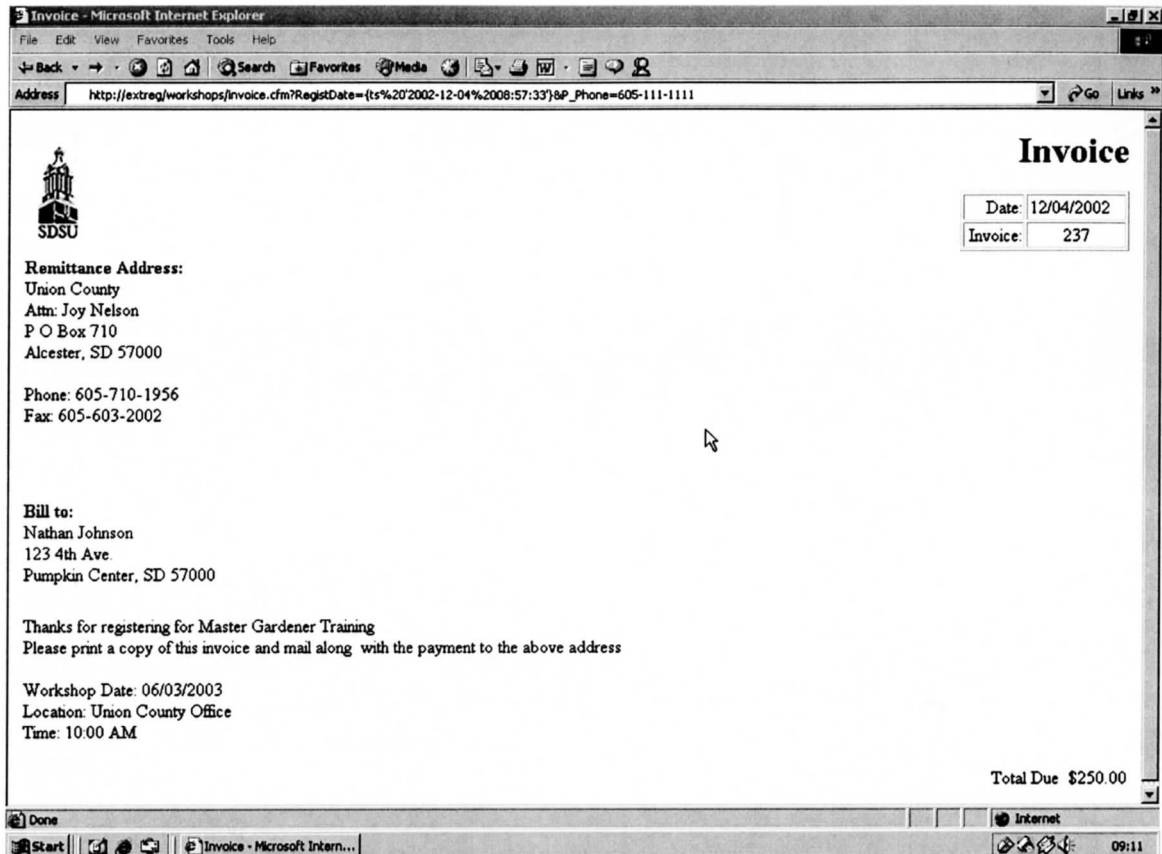
Figure 11: Invoice

. Items on the invoice include:

1. Bill To Address

This is information is populated from the Participant table and are the items that were entered on the registration page.

2. Remittance Address

This contains the name of the contact person. The address is pulled from the Personnel table where the WS_Manager is equal to the PersonalID.

3. Invoice Date

The invoice date is the RegistDate.

4. Invoice Number

The invoice number is the PartID from the Participant table. This number is automatically generated when the participant information is entered into the database. To access the PartID the following query is used.

Cooperative Extension Service Online Registration System
Project Report

```
<CFQUERY datasource='extreg' name='P_info'>
  SELECT *
  FROM Participant
  WHERE RegistDate = #RegistDate# and P_Phone = '#P_Phone#'
</cfquery>
```

The variables P_Phone and RegistDate are passed to this page by URL variables. The RegistDate consists of a date and time. Querying the Participants where the RegistDate is equal to the RegistDate passed in the URL variable would match all those participants that registered within a particular second in time. To narrow the query, P_Phone is also used.

5. Workshop Information
6. Amount Due

The participant may view the invoice in two different ways.

1. Email
When a participant leaves the Registration Process page an email containing the invoice is automatically sent to the participant. The reason that the email is sent upon unloading of the page is to give time to update the database. This option is only available to those who enter an email address when they register.

2. Invoice Page
The Registration process page contains a link to the invoice page. When a participant clicks on this button, they are directed to the invoice page that contains a complete invoice.

RESULTS

How the project differs from the project proposal

The implementation of the project follows closely to the project proposal. The following changes that were made:

1. Change in the registration page removal process.
    1.1. Proposed: The remove page was planned to allow the manager to delete the registration page when the workshop was finished.
    1.2. Actual: There is an if-statement on the registration page that compares the system date to the registration deadline date. If the registration date is older then the current system date, the participant is redirected to a page that notify that they have missed the registration deadline.
    1.3. Why: The proposed plan would have given the user an error message; "the page is not available", when attempting to load the registration page after it has been removed. The new plan is also automatic and simplifies the manager's duties.
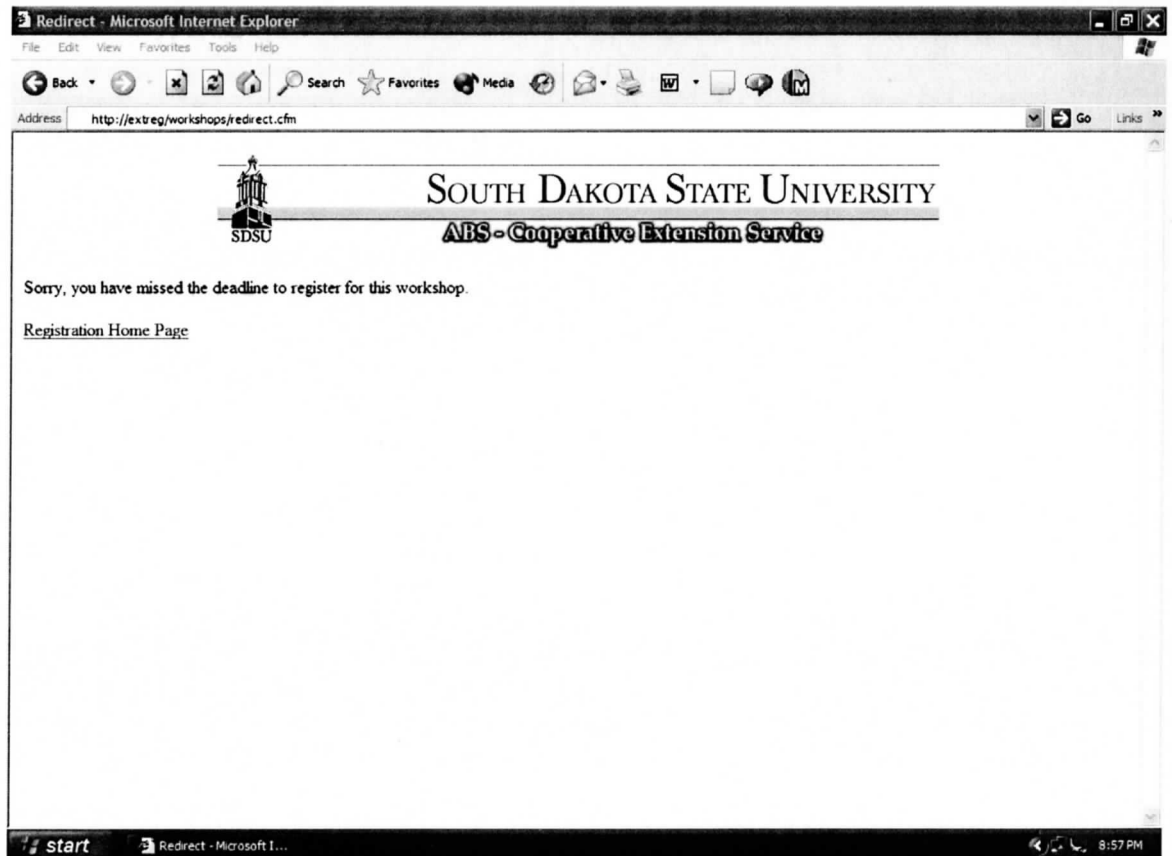
Figure 12: Redirect Page

2. Adding Participant Information Management
    2.1. Proposed: There was no planned way to manage the participant information.

Cooperative Extension Service Online Registration System
Project Report

2.2. Actual: Two additional pages were added to the system; Participant Edit and Delete Participant information

2.3. Why: The registration system needed to have a means to manage the participant if the system was to be efficient

3. Administration Pages

3.1. Proposed: There were no planned administrator pages.

3.2. Actual: The administrator pages provide the administrator a way to view and edit both the workshop and participant information

3.3. Why: The administrator's duty is to monitor and supervise the registration system. To accomplish this, an interface was needed between the administrator and the information.

Future

The registration system meets the project design requirements. Here are some suggestions for future development:

1. Credit Card Payment

Currently, the finance department of South Dakota State University does not allow payments to be received over the internet. If this policy is changed in the future, credit card payment will be a logical function of the registration system.

2. Frequently Asked Question Page

Both participants and managers may have questions regarding how the registration system functions. A page on the intranet could be used to post question about the setup, management and deletion of the workshop information. A page on the internet could be used to post participant questions and answers.

3. Security information

The public has the right to know the security policy for the registration system. This statement should be on the public pages. This should be done before the system is completely implemented.

Conclusion

This report documents the development of the Extension Online Registration system. The system increases the efficiency of the workshop registration. It is installed on the CES web server and is ready for the initial test phase.

The use of Cold Fusion gives the system flexibility. The database-to-web technology allows the manager to add, edit and delete workshops. It reduces the administrator's burden of developing the registration pages by allowing the manager to setup the registration pages. This is accomplished without the manager accessing the source code.

In today's workplace environment, technology is the driving factor behind productivity. The CES Online Registration System will increase productivity by reducing the labor to process registration manually.

REFERENCE:

Cholick, F., Tidemann, L. (2000). <u>Extension Vision: A Report to President Peggy Gordon Elliott, South Dakota State University</u>. Brookings, SD: South Dakota State University.

Dennis, A., Winxom, B. H. (2000). <u>Systems Analysis and Design</u>. New York: John Wiley & Sons, Inc.

Gosselin, D. (2000). <u>JavaScript Comprehensive</u>. Cambridge, MA. Thomson Learning.

Macromedia Inc. (May 2002). <u>ColdFusion mx: Developing ColdFusion mx Applications with CFML</u>. (1st Ed.). San Francisco, CA: Macromedia Inc.

McFadden, F.R., Hoffer, J.A., & Presscott, M. B. (1999). <u>Modern Database Management.</u> Reading, Massachusetts: Addison-Wesley

Mohnike, C. (2000). <u>Sams Tech Yourself ColdFusion in 21 Days</u>. Indianapolis, Indiana: Sams.

APPENDIX A: DATABASE DESIGN

Workshop Table

This table was developed for this program. It contains all the complete information regarding the workshops. The primary key is URLname. The manager enters this value when the workshop is setup. Before the value is entered, the table is queried to see if the value already exists.

Table 1: Workshop Table

Field	Type	Description
WS_Name	Text	Workshop name
Date	Date/Time	Date of the Workshop
Time	Date/Time	Time the workshop starts
AM_PM	Text	AM or PM; workshop start time
WS_Location	Text	Location of the workshop
Contact_Name	Text	Contact name
Contact_Phone	Text	Contact phone
Contact_Email	Text	Contact email
WS_Manager	Integer	The personal ID number of the manager
WS_Cost	Float	Workshop cost
WS_Deadline	Date/Time	Date of the last day to register
URLname	Text	Text that uniquely identifies the workshop and is used for the page name in the URL address
WS_Other	Text	Other information to be displayed on registration page

Participant table

This table was developed for the registration system. It contains the information about the participant that register for any of the workshops.

Table 2: Participant Table

Field	Type	Description
PartID	Auto/Num	Participant ID number
P_First_Name	Text	Participant's first name
P_Last_Name	Text	Participant's last name
P_Address	Text	Participant address
P_City	Text	Participant's city
P_State	Text	Participant's State
P_Zipcode	Integer	Participant's zip code
P_Phone	Text	Participant's telephone number
P_Email	Text	Participant's email address
RegistDate	Date/Time	Date of registration
URLname	Text	Text that uniquely identifies the workshop and is used for the page name in the URL address
Pay_Stat	Boolean	Status of the invoice; paid or unpaid

Personnel Table

The table existed prior to the development of the registration system. It is used to handle the log-in to the intranet website.

Table 3: Personnel Table

Field	Type	Description
PersonalID	Auto/num	Manager Personal ID number
Firstname	Text	Manager's first name
Lastname	Text	Manager's last name
Street	Text	Manager's work address
State	Text	Manager's state
Zip	Integer	Manager's work zip code
County	Text	The county where the manager is employed

ER Diagram
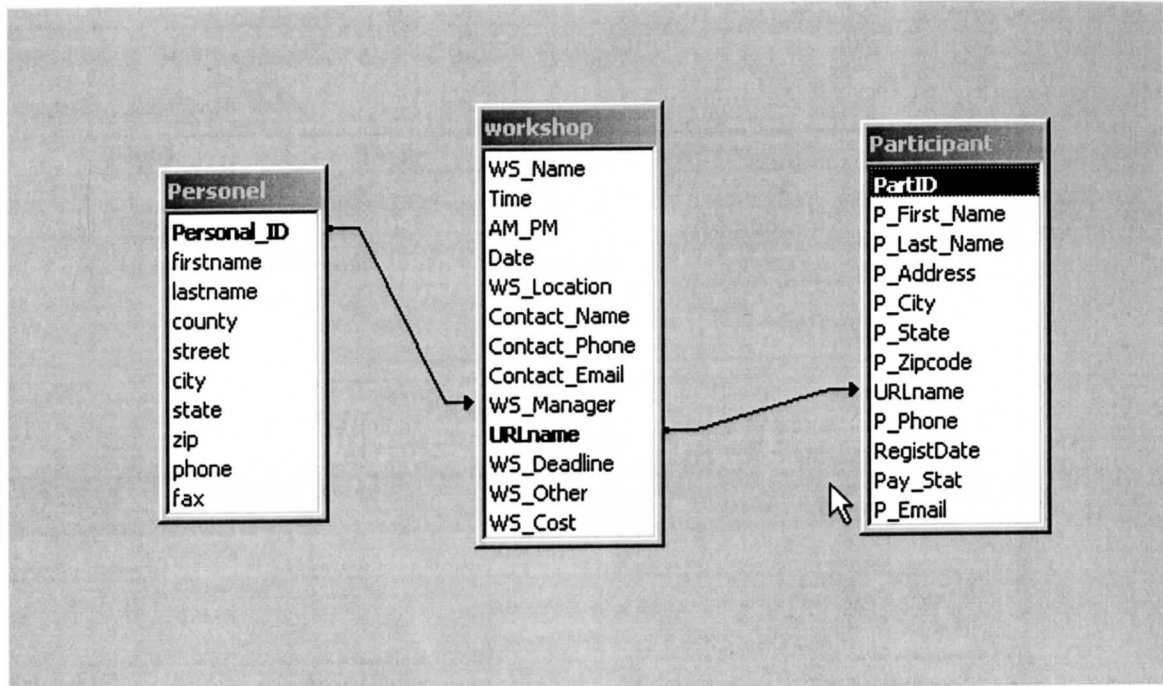
Figure 1: ER Diagram

APPENDIX B: WBS AND PROJECT SCHEDULE

Work Breakdown Schedule

1. Registration Systems Planning
   1.1 Data flow diagram
   1.2 Entity relationship model
2. Registration System Design
   2.1 User interface
       2.1.1 Administrator pages design
       2.1.2 Manager pages design
       2.1.3 Participants pages design11
   2.2 Database tables design
3. Registration System Implementation
   3.1 Construction
       3.1.1 Programming
       3.1.2 Testing
   3.2 Installation

Project Schedule

Task	Duration	September																						October																					
		2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31
Registration System Planninng																																													
Data Flow Diagram	1 day																																												
Entity Relationship Design	2 day																																												
Registration System Design																																														
User Interface																																														
Participant Page Design	1 days																																													
Manager Pages Design	4 days																																													
Database Tables Design	2 day																																													
Registration System Design																																														
Construction																																														
Programing	6 weeks																																													
Testing	6 weeks																																													
Installation	4 days																																													

Figure 1: Original Gantt Chart

This project took longer to complete than first anticipated. I had not developed a project this complex before and underestimated the programming and installation phases.

CES Online Regisration System Project

Task	Duration	September																										October																										
		2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31
Registration System Planninng																																													
Data Flow Diagram	1 day	■																																											
Entity Relationship Design	2 day			■	■																																								
Registration System Design																																													
User Interface																																													
Participant Page Design	1 days					■																																							
Manager Pages Design	4 days							■	■																																				
Database Tables Design	2 day										■	■																																	
Registration System Design																																													
Construction																																													
Programing	8 weeks												■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Testing	8 weeks																																												
Installation	2 weeks																																												

Task	November																			
	1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
Registration System Planninng																					
Data Flow Diagram																					
Entity Relationship Design																					
Registration System Design																					
User Interface																					
Participant Page Design																					
Manager Pages Design																					
Database Tables Design																					
Registration System Design																					
Construction																					
Programing		■	■	■	■	■															
Testing																					
Installation							■	■	■	■	■	■	■	■							

Figure 2: Actual Gantt Chart

APPENDIX C: SOURCE CODE

Administration Only Access

Administration Home Page; admin_home.cfm

```
<!--- This Page list all the workshops that are currently in the registration system --->
<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Administration Home Page</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>

<!--- Query workshop table --->
<CFQUERY DATASOURCE="extreg" NAME="workshop_info">
  SELECT *
  FROM Workshop
  ORDER BY WS_deadline
</cfquery>

<body>

<!--- heading include file --->
<cfinclude template="heading_admin.cfm">

<!--- page title --->
<h1><b>Administration Workshop Home Page</b></h1></div>
<!--- End of heading section --->

<!--- main output section --->
<p>Here are all the workshops in the system</p>

<!--- lists the number of workshop that are registed --->
<cfoutput>
  <cfif #Workshop_info.recordcount# is 1>
    There is one Workshop
  <cfelseif #Workshop_info.recordcount# is 0>
    There are no workshops
  <cfelse>
    There are #Workshop_info.recordcount# Workshps
  </cfif>
  as of #DateFormat(Now(),"mmmm dd yyyy")#.
</cfoutput>
```

```coldfusion
<!--- A table that displays all the workshops --->
<div align="center">
<table border="1">
<tr>
  <td><h3>Workshop Name</h3></td>
  <td><h3>Details</h3></td>
  <td><h3>Workshop Date</h3></td>
  <td><h3>Workshop Manager</h3></td>
  <td><h3>Workshop Status</h3></td>
</tr>

<!--- calculates the status of the workshop --->
<CFOUTPUT query="workshop_info">
  <cfset daysdue = #dateDiff('d',now(),Date)#>
  <tr>
   <td><b>#WS_Name#</b></td>
   <td> <A HREF="Admin_detail.cfm?URLname=#URLname#">Details</a></td>
   <td>#DateFormat(Date,"mmm dd yyyy")#</td>
   <td> <CFQUERY DATASOURCE="extreg" NAME="Manager_info">
      SELECT *
      FROM Personel
      WHERE Personal_ID = #WS_Manager#
     </cfquery>
       #manager_info.FirstName# #manager_info.LastName# </td>
      <td><cfif daysdue lte -1>
     #daysdue# days past due.
    <cfelse>
     Current.
    </cfif></td>
  </tr>
</CFOUTPUT>
</table>
</div>
<!--- End of output section --->

</body>
</html>
```

Administration Detail Page; admin_detail.cfm

```
<!---- this page gives the complete detail of the workshop selected on the Admin home
page ---->
<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Administration Workshop Detail Page</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>

<!---query workshop table--->
<CFQUERY DATASOURCE="extreg" NAME="workshop_info">
    SELECT *
    FROM Workshop
    WHERE URLname='#URLname#'
</cfquery>

<body>

<!--- heading include file --->
<cfinclude template="heading_admin.cfm">
 <h1><b>Administration Workshop Detail Page</b></h1>
</div>
<!--- End Heading Section --->

<!--- Begin main output section --->
<!--- Workshop informaion output --->
<cfoutput query="Workshop_info">
 <a href="workshops/#URLName#.cfm">Go to Registration Page</a> <br>
   Workshop Name: <b>#WS_Name#</b> <br>
   Workshop Date: #DateFormat(Date,"mmmm dd yyyy")#<br>
   Start Time: #TimeFormat(time, "h:mm")# #AM_PM#<br>
   Location: #WS_Location#. <br>
   Contact Person: #Contact_Name#<br>
   Contact Phone Number: #Contact_Phone#<br>
   Contact E-mail Address: #Contact_Email#<br>
   Workshop Cost: #Dollarformat(WS_cost)#<br>
   Registration Deadline: #DateFormat(WS_deadline,"mmmm dd yyyy")# <br>
   Other information: #WS_Other#<br>

 <!--- query manager information inside the worksop output --->
 <CFQUERY DATASOURCE="extreg" NAME="Manager_info">
    SELECT *
    FROM Personel
```

```
    WHERE Personal_ID = #WS_Manager#
</cfquery>

  <!--- output manager information --->
  Workshop Manager:
   #manager_info.FirstName# #manager_info.LastName# <br>

  <!--- link to workshop management pages and sends the current workshop varibles --->
  <a href="Report.cfm?URLname=#URLname#">Report</a><br>
  <a href="Edit.cfm?URLname=#URLname#">Workshop Edit</a><br>
  <a href="Purge.cfm?URLname=#URLname#">Workshop Purge</a><br>
  <a href="Email.cfm?URLname=#URLname#">Email Participants</a><br>


</CFOUTPUT>
<!--- end of main output section --->

</body>
</html>
```

Administration Pages Heading; heading_admin.cfm

```
<!--- This is an include file to be used as a heading on the Administration pages. --->

<!--- begin heading section --->

    <div align="center">

<!--- heading image --->
<img src="workshops/images/toplogo.gif" alt="" border="0">

<!--- naviagation buttons --->
<TABLE BORDER=0 width="100%">
  <tr>
    <td width="50%" align="center"><a href="admin_home.cfm"><b>Administrator
        Home Page</b></a> </td>
    <td width="50%" align="center"> <a href="Part_Search.cfm"><b>Search for a
Participant</b></a> </td>
  </tr>
</table>
<!--- end heading section --->
```

Administration and Manger Access

Workshop Edit Page: edit.cfm

```
<!--- this page is used to edit the data on a selected workshop --->
<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Workshop Edit Page</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>

<!--- Query workshop table --->
<CFQUERY datasource="extreg" name="Setup_info">
   SELECT *
   FROM workshop
   WHERE URLname = '#URLname#'
</CFQUERY>

<body>

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<!--- page title --->
<h1>Workshop Edit Page</h1></div>
<!--- end heading section --->

<!--- begin form section --->
Edit the information and submit.
<!--- outputs the the current value of selected worskshop --->
<cfoutput query="Setup_info">
<table>
 <tr>
  <form action="Edit_process.cfm" method="post">
   <input type="hidden" name="URLname" value="#URLname#">
   <td align="right">Meeting Name:</td>
   <td><input size="40" type="text" name="WS_Name" value="#WS_Name#"></td>
 </tr>

 <tr>
  <td align="right"> Meeting Date: </td>
  <td><input  size="40" type="text" name="Date"
      value="#DateFormat(Date,"mmmm dd yyyy")#"></td>
 </tr>
```

```
<tr>
 <td align="right"> Meeting Time: </td>
 <td><input type="text" size="40" name="Time" value="#TimeFormat(time, "h:mm
      tt")#"></td>
</tr>


<tr>
 <td align="right">#AM_PM# currently </td>
 <td><input type="radio" name="AM_PM" value="AM" ><B>AM
  <input type="radio" name="AM_PM" value="PM">PM</b> click to change current
     value</td>
</tr>



<tr>
 <td align="right"> Meeting Location: </td>
 <td><input type="text" size="40" name="Location" value="#WS_Location#"></td>
</tr>


<tr>
 <td align="right"> Contact Name: </td>
 <td><input type="text" size="40"
     name="Contact_Name" value="#Contact_Name#"></td>
</tr>


<tr>
 <td align="right"> Contact Phone Number: </td>
 <td><input type="text" size="40"
     name="Contact_Phone" value="#Contact_Phone#"></td>
</tr>


<tr>
 <td align="right"> Contact E-Mail Address: </td>
 <td><input type="text" size="40"
     name="Contact_Email" value="#Contact_Email#"></td>
</tr>


<tr>
  <td align="right"> Meeting Cost: </td>
  <td> <input type="text" size="40"
     name="WS_Cost" value="#Dollarformat(WS_cost)#"></td>
</tr>


<tr>
  <td align="right"> Registration Deadline: </td>
```

```
  <td> <input type="text"  size="40"
     name="WS_Deadline" value="#DateFormat(WS_deadline,"mmmm dd
        yyyy")#"></td>
 </tr>

 <tr>
  <td align="right"> Other Information: </td>
  <td> <input type="text"  size="90" name="WS_other" value="#WS_Other#"></td>
 </tr>

 <tr>
  <td><input type="submit"  size="40" value="Submit Changes" name="Action"></td>
  <td></td>
 </tr>

</form>
</table>
</CFOUTPUT>
<!--- end form section --->

</body>
</html>
```

Edit Process: edit_process.cfm

```
<!--- This Page updates the database with changes made on the Edit Page --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">

<CFUPDATE datasource="extreg"
    TABLENAME ="workshop"
    FORMFIELDS ="WS_Name, Date, time, AM_PM, WS_Location, Contact_Name,
        Contact_Phone, Contact_Email, WS_Cost, WS_Deadline, WS_Other, URLname" >

<html>
<head>
<title>Edit Process</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>
<body>

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

The Meeting information has been changed
</body>
</html
```

Purge; purge.cfm

```coldfusion
<!--- This page deletes all items related to the selected workshop --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">

<CFQUERY datasource="extreg" name="Setup_info">
  SELECT *
  FROM workshop
  WHERE URLname = '#URLname#'
</CFQUERY>

<html>
<head>
<title>Workshop Purge Page</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>

<!--- confirms if the users wants to delete
<script language="JavaScript1.2">
function warnUser() {
      return confirm("Are you sure you want to delete all items regarding this
           workshop?");
}
</script>

<body>

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">
<h1>Workshop Purge Page</h1></div>

<!--- warns the user to what this page deletes --->
This page Purges or deletes the following items<br>
  1. the Registration page<br>
  2. All workshop information<br>
  3. All participant information.<br>
<h3> <b> Warning: This task cannot be undone.</b></h3>

<cfoutput query="Setup_info">
  <form action="Purge_process.cfm?URLname=#URLname#" method="post">

  <b>Are you sure that you want to delete all items regarding the #WS_name# page?
  <br>
  <br>
```

```
 <input type="submit" value="Purge" onClick="return warnUser();">
</form>
</CFOUTPUT>
</body>
</html>
```

Purge; Purge_process.cfm

```
<!--- This page process the information from Purge Page --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">

<html>
<head>
<title>Workshop Purge Process</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>


<CFQUERY datasource="extreg" name="info">
  SELECT *
  FROM workshop
  WHERE URLname = '#URLname#'
</CFQUERY>

<body>

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">
<h1>Workshop Purge submit Page</h1></div>

<!--- deletes the registration page --->
<cffile action="delete"
    file="\\Ait9200\newwebsite\ait\extreg\workshops\#URLname#.cfm">

<!--- delete the workshop information --->
<cfquery datasource="extreg">
  DELETE
  FROM workshop
  WHERE URLname = '#URLname#'
</cfquery>

<!--- deletes the participant information --->
<cfquery datasource="extreg">
  DELETE
  FROM participant
  WHERE URLname = '#URLname#'
</cfquery>
```

```
<!--- Notifies the user that the items have been deleted --->
    All items regarding <cfoutput query="info"> #WS_name# </cfoutput> have been
    deleted.
</body>
</html>
```

Email Distribution: email.cfm

```
<!--- this page sends an email to all the participant that are registered for the selected
      Workshop. --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Email Form </title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>

<body>
<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<!--- query section --->
<cfquery name="ws_info" datasource="extreg">
   SELECT *
   FROM workshop
   WHERE URLname= '#URLname#'
</cfquery>

<h1>Email Distributions Page.</h1></div>

<!--- Comfirm  box to verify if the user wants to send the e-mail --->
<script language="JavaScript1.2">
   function warnUser() {
      return confirm("Are you sure you want to send this Email all participants of this
               workshop?");
}
</script>

<!--- output section --->
<cfoutput query="WS_info">

<!--- a form to enter the message to be emailed --->
<form action="email_process.cfm?URLname=#URLname#" method="post">
  To send an e-mail to all the participants that are registered for #WS_name#, enter your
     message below.
 <p>
 E-mail Subject:
   <input size="60" name="subject" type="text"><br>
    <textarea name="Etext" cols="75" rows="15"></textarea><br>
```

Warning: Pressing the submit button sends an e-mail to particapants of #WS_Name# .

```
<input type="submit" value="send e-mail" onClick="return warnUser();"><br>

 </form>
</cfoutput>

</body>
</html>
```

Email Process; email_process.cfm

```
<!--- This page emails the information entered on the Email page. --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>E-mail Process</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>

<!--- query participant table --->
<cfquery name="info" datasource="extreg" >
  SELECT *
  FROM participant
  WHERE P_email <> 'none'
  AND URLname= '#URLname#'
</cfquery>

<!--- query workshop table --->
<cfquery name="ws_info" datasource="extreg">
  SELECT *
  FROM workshop
  WHERE URLname= '#URLname#'
</cfquery>

<!--- sends email function --->
function sendEmail(){
 <cfmail
   query="info"
   type="html"
   to= "#P_Email#"
   from="#ws_info.contact_email#"
   subject="#form.subject#"
   server="mail.sdstate.edu">
   A Message regading #WS_info.ws_name#.

   #form.Etext#
 </cfmail>;
}

<!--- sends emails when unloading page. This gives the database time to update.
 the invoice number is the partID and is automatically generated by the database --->
<body onUnload="sendEmail()">
```

```
<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<!--- list who the email was sent to --->
    Your E-Mail was sent to:<br>
<cfoutput query="info">
 <cfif #P_Email# is not 'none'>
   #P_First_name# #P_last_name# at #P_Email#<br>
 </cfif>
</cfoutput>

</body>
</html>
```

Report Page; report.cfm

```
<!--- This page list the participants that are registed for the seleted workshop --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.0 Transitional//EN">

<CFQUERY DATASOURCE="extreg" NAME="info">
  SELECT *
  FROM Participant
  WHERE URLname = '#URLname#'
  ORDER BY P_Last_Name, P_First_Name, PartID
</cfquery>

<CFQUERY DATASOURCE="extreg" NAME="WS_info">
  SELECT *
  FROM workshop
  WHERE URLname = '#URLname#'
</cfquery>

<html>
<head>
  <title>Participant Report</title>
</head>
<body>

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<h2>
  <div align="center">The following have registered for
   <cfoutput> #WS_info.WS_Name#</cfoutput>:</div>
</h2>
<div align="center"><cfoutput>

<cfif  #info.recordcount# is 1>
    One individual has registered for this Workshop
  <cfelseif #info.recordcount# is 0>
    No individuals have registered for this Workshop
  <cfelse>
    #info.recordcount# individuals have registered for this Workshop
</cfif>
  as of #DateFormat(Now(),"mmmm dd yyyy")#.
</cfoutput>
</div>
```

```
<!--- end of Heading section --->

<!--- begin output section --->
<div align="center">
<table border="1" >

<tr>
   <td><b>Participant Name </b></td>
   <td><b>Invoice No.</b></td>
   <td><b>invoice Status</b></td>
   <td><b>Details</b></td>
</tr>

<!---output the participant information --->
<CFOUTPUT QUERY="info">
<tr>
   <td>#P_Last_Name#, #P_First_Name#</td>
   <td>#PartID#</td>
    <td><cfif Pay_Stat is 0> Unpaid
            <cfelse> Paid
          </cfif></td>
   <td><A HREF="report_details.cfm?PartID=#PartID#">Details</a></td>
</tr>
</CFOUTPUT>
</table>

 <br><br>

<!--- link to view report in Excel File --->
<cfoutput>
   <a href="part_excel.cfm?URLname=#URLname#">View Participant list in Excel</a>
</cfoutput>
 </div>
</body>
</html>
```

Report Detail; report_detail.cfm

```
<!--- This page shows complete detail of the selected participant. --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.0 Transitional//EN">

<CFQUERY DATASOURCE="Extreg" NAME="Part_info">
    SELECT *
    FROM participant
    WHERE PartID = #PartID#
</CFQUERY>

<html>
<head>
        <title>Workshop Registration Details</title>
</head>
<body>

<!--- begin heading section --->
<div align="center">

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<h1>Participant Detail</h1></div>
<!--- end heading section --->

<!---Begin output section --->
<cfoutput query="Part_info">

<!---query workshop information for selected participant --->
<CFQUERY DATASOURCE="Extreg"
    NAME="WS_info">
    SELECT *
    FROM Workshop
    WHERE URLname = '#URLname#'
</cfquery>

This person is registered for #WS_info.WS_Name#.

<hr>
<table>

<tr>
    <td><b>Name:</b></td>
```

```
    <td>#P_First_Name# #P_Last_Name#
</tr>


<tr>
    <td><b>Invoice No.</b></td>
    <td>#PartID#</td>
</tr>


<cfif #WS_info.WS_cost# is not 0>
<tr>
    <td><b>Invoice Status</b></td>
    <td> <cfif Pay_Stat is 0> Unpaid
            <cfelse> Paid
        </cfif></td>
</tr>
</cfif>


<tr>
    <td><b>Address:</b></td>
    <td>#P_Address#</td>
 </tr>


<tr>
    <td><b>City:</b></td>
    <td>#P_City#</td>
 </tr>


<tr>
    <td><b>State:</b></td>
    <td>#P_State#</td>
</tr>


<tr>
    <td><b>Zip Code:</b></td>
    <td>#P_Zipcode#</td>
</tr>


<tr>
    <td><b>Phone:</b></td>
    <td>#P_Phone#</td>
</tr>


<tr>
    <td><b>Email Address:</b></td>
    <td>#P_Email#</td>
</tr>
```

```
      </CFOUTPUT>
    </table>
    <br>
    <!--- end output section --->

    <!--- participant management links--->
    <cfoutput>
      <a href="Part_Edit.cfm?PartID=#partID#">Edit</a><br>
      <a href="Part_delete.cfm?PartID=#PartID#">Delete</a><br>
        <cfif #WS_info.WS_cost# is not 0>
          <table border="1">
            <tr>
              <th>Change Invoice Status</th>
            </tr>

            <tr>
              <td>
                <form action="Change_inv.cfm?PartID=#PartID#" method="post">
                  <input type="hidden" name="PartID" value="#PartID#">
                  <input type="radio" name="Pay_stat" value="1">Paid
                  <input type="radio" name="Pay_stat" value="0">Unpaid
                  <input type="submit" Value="change">
                </form>
              </td>
            </tr>
          </table>
        </cfif>
    </cfoutput>

</body>
</html>
```

Excel Report; part_excel.cfm

```
<!--- This page displays the participant information for the selected workshop in an Excel
    file --->

<cfsetting enablecfoutputonly="yes">

<cfquery name="P_info" datasource="extreg">
    SELECT *
    FROM Participant
    WHERE URLname = '#URLname#'
</cfquery>

<!--- sets the viables to put the data in the next cell or on next line --->
  <cfset tabChar = chr(9)>
  <cfset NewLine = chr(13) & Chr(10)>

<!--- sets the content of the query into an Excel file --->
<cfcontent type="application/msexcel">

<cfheader name="Content-Disposition" value="filename=Part_list.xls">

<!--- begin output section --->
<cfoutput>
    First Name#tabChar#Last Name#tabChar#Invoice
    No.#tabChar#Address#tabChar#City#tabChar#State#tabChar#Zipcode#tabChar#Email
</cfoutput>

<cfloop query="P_info">
<cfoutput>
 #P_First_Name##tabChar#
 #P_Last_Name##tabChar#
 #PartID##tabChar#
 #P_Address##tabChar#
 #P_City##tabChar#
 #P_State##tabChar#
 #P_Zipcode##tabChar#
 #P_Email##tabChar#
 </cfoutput>
</cfloop>
<!--- end output section --->
```

Participant Edit; part_edit.cfm

```
<!--- This page edits the information regarding the selected participant --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">

<!--- begin the query section --->
<cfset PartID=#PartID#>

<CFQUERY datasource="extreg" name="Part_info">
    SELECT *
    FROM Participant
    WHERE PartID = #PartID#
</CFQUERY>

<html>
<head>
<title>Participant Edit Page</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>
<body>

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">
<h1>Participant Edit Page</h1></div>

<br>
Edit the information and submit.
<hr>

<!--- begin the output section --->
<cfoutput query="Part_info">

<form action="Part_Edit_process.cfm" method="post">
  <input type="hidden" name="PartID" value="#PartID#">
    <b>
  First Name:
    <input type="text" name="P_First_Name" value="#P_First_Name#"><br>
  Last Name:
    <input type="text" name="P_Last_Name" value="#P_Last_Name#"><br>
  Address:
    <input type="text" name="P_Address" value="#P_Address#"><br>
  City:
    <input type="text" name="P_City" value="#P_City#"><br>
```

```
State:
    <input type="text" name="P_State" value="#P_State#"><br>
Zip code:
    <input type="text" name="P_Zipcode" value="#P_Zipcode#"><br>
E-Mail Address:
    <input type="text" name="P_Email" value="#P_Email#"><br>
    <input type="submit" value="Submit Changes" name="Action">
</b>
</form>
</CFOUTPUT>
</body>
</html>
```

Participant Edit Process; part_edit_process.cfm

```
<!--- This page updates the database with changes make on the Edit page --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">

<!---  update database section --->
<CFUPDATE datasource="extreg"
    TABLENAME ="participant"
    FORMFIELDS ="P_First_Name, P_Last_Name, P_Address, P_City, P_State,
                 P_Zipcode, P_Email" >
<html>
<head>
<title>Edit Process</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>
<body>

<!--- heading section --->
<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<!--- notifies the user of the update --->
The Participant information has been changed
</body>
</html>
```

Change Invoice Status; change_inv.cfm

```
<!--- this page changes the paid status of the invoice --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Change Invoice</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>

<!--- Update invoice status --->
<CFUPDATE datasource="extreg"
 TABLENAME ="Participant"
 FORMFIELDS ="Pay_Stat">

<!--- Query participant table --->
<CFQUERY DATASOURCE="Extreg" NAME="Part_info">
  SELECT *
  FROM participant
  WHERE PartID = #PartID#
</cfquery>

<body>

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<!--- main output section --->
<!--- comfirm change in invoice --->
<cfoutput query="Part_info">
  You have change #P_First_Name# #P_Last_Name# invoice status to
  <cfif Pay_Stat is 0>
    Unpaid.
   <cfelse>
     Paid.
  </cfif>
 <br>

<!--- link to report page --->
<A HREF="report_details.cfm?PartID=#PartID#">Return to Paricipant detail</a>
</cfoutput>
<!--- end of main output --->
</body>
</html>
```

Participant Delete; part_delete.cfm

```
<!--- This page verifies if the user wants to deletes the selected participant from the
      database --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">

<!--- begin the query section --->
<CFQUERY datasource="extreg" name="Part_info">
    SELECT *
    FROM Participant
    WHERE PartID = #PartID#
</CFQUERY>

<html>
<head>
<title>Participant Delete Page</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>
<body>

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">
<h1>Participant delete Page</h1></div>

<br>
Do you want to Delete this Participant from the Database?
<hr>

<!--- output section --->
<cfoutput query="Part_info">

<!--- Displays the information that will be deleted  --->
<form action="Part_delete_process.cfm" method="post">
  <input type="hidden" name="PartID" value="#PartID#">
 <b>
   First Name: #P_First_Name#<br>
   Last Name: #P_Last_Name#<br>
   Invoice No. #PartID#<br>
   Address: #P_Address#<br>
   City: #P_City#<br>
   State: #P_State# <br>
   Zip code: #P_Zipcode# <br>
   E-Mail Address: #P_Email#<br>
   <input type="submit" value="Delete Particpant" name="Action">
```

Cooperative Extension Service Online Registration System
Project Report

```
    </b>

</form>
</CFOUTPUT>
</body>
</html>
```

Participant Delete Process; part_delete_process.cfm

```
<!--- This page deletes the selected participant from the database --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">

<!--- deletes the participant from the database --->
<cfquery datasource="extreg">
   DELETE
   FROM participant
   WHERE PartID = #PartID#
</cfquery>

<html>
<head>
<title>Participant Delete Process</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>
<body>

<!--- heading section --->
<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<!--- notifies the user that the participant has been deleted --->
The Participant information has been Deleted form the database.
</body>
</html>
```

Manager Access Only

Manager Home Page; manager_home.cfm

```
<!--- This page list all the workshops that the manager has setup. --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Manager Home Page</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>

<!--- check to see if this person is logged into intranet
    If false, notifies that they need to log in. --->
<cfif #isdefined("cookie.instr_id")# is false>
    You are not logged into the intranet.<br>
    Please log in.
  <cfelseif #cookie.instr_id# is "none">
    your session has expired. <br>
    Please logout of the Intranet and log in again.
  <cfelse>

<!--- begin query section --->
<!--- query personnel table --->
<cfquery name="check" datasource="extreg">
  SELECT personal_ID, firstname, lastname
  FROM Personel
  WHERE Personal_ID = #cookie.instr_id#
</cfquery>

<!--- query workshop table --->
<CFQUERY DATASOURCE="extreg"
  NAME="workshop_info">
  SELECT *
  FROM Workshop
  WHERE WS_Manager = '#cookie.instr_id#'
</CFQUERY>
<!--- end query section --->
<body >

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<!--- begin output section --->
<cfoutput query="check"><p>
```

Cooperative Extension Service Online Registration System
Project Report

```
<h1><b>#firstname# #lastname#'s Workshop Home Page</b></h1><br></div>
Here are the workshops that you are the manager of.  <br>
If this is not correct, log out of the Intranet and log back in under the desired name.</p>
</cfoutput>

<br>

<!--- list the number of workshops --->
<cfoutput>
<cfif  #Workshop_info.recordcount# is 1>
   There is one Workshop
 <cfelseif #Workshop_info.recordcount# is 0>
    There are no workshops
 <cfelse>
    There are #Workshop_info.recordcount# Workshps
</cfif>
  as of #DateFormat(Now(),"mmmm dd yyyy")#.
</cfoutput>
<br>

<!--- table to display workshops --->
<div align="center">

<table border="1">
 <tr>
  <td><h3>Workshop Name</h3></td>
  <td><h3>Details</h3></td>
  <td><h3>Workshop Date</h3></td>
  <td><h3>Workshop Status</h3></td>
 </tr>
 <!--- calculate workshop status --->
  <CFOUTPUT query="workshop_info">
   <cfset daysdue = #dateDiff('d',now(),Date)#>
 <tr>
    <td><b>#WS_Name#</b></td>
    <td>
      <A HREF="Manager_Home_detail.cfm?URLname=#URLname#"> Details</a>
    </td>
    <td>#DateFormat(date,"mmm dd yyyy")#</td>
    <td><cfif daysdue lte -1>
            #daysdue# days past due.
         <cfelse>
            Current.
         </cfif></td>
 </tr>
</CFOUTPUT>
```

```
</table>
 </div>
<!--- end output section --->

</body>
</html>
 </cfif>
```

Manager Detail Page; manger_detail.cfm

```
<!--- This page shows the detail of the selected workshop --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Manager Detail Page</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>

<!--- begin query section --->
<cfquery name="check" datasource="extreg">
   SELECT personal_ID, firstname, lastname
   FROM  Personel
   WHERE Personal_ID = #cookie.instr_id#
</cfquery>

<CFQUERY DATASOURCE="extreg" NAME="workshop_info">
   SELECT *
   FROM Workshop
   WHERE URLname='#URLname#'
</cfquery>

<cfquery name="check" datasource="extreg">
   SELECT  personal_ID, firstname, lastname
   FROM Personel
   WHERE Personal_ID = #cookie.instr_id#
</cfquery>
<!--- end query section --->

<body>

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<!--- begin output section --->
<cfoutput query="check" >
  <h1><b>#firstname# #lastname#'s Workshop Detail Page</b></h1></div>
</cfoutput>

<!--- list the selected workshop details --->
<CFOUTPUT query="workshop_info">
 <a href="workshops/#URLName#.cfm">Go to Registration Page</a>
  <Hr>
```

```
Meeting Name: <b>#WS_Name#</b> <br>
Meeting Date: #DateFormat(Date,"mmmm dd yyyy")#<br>
Meeting Time: #TimeFormat(time, "h:mm")# #AM_PM# <br>
Meeting Location: #WS_Location#. <br>
Contact Person: #Contact_Name#<br>
Contact Phone Number: #Contact_Phone#<br>
Contact E-mail Address: #Contact_Email#<br>
Workshop Cost: #Dollarformat(WS_cost)#<br>
Registration Deadline: #DateFormat(WS_deadline,"mmmm dd yyyy")# <br>
Workshop Manager: #check.firstname# #check.lastname#<br>
Other information: #WS_Other#<br>


<!--- links to workshop management pages --->
<a href="Report.cfm?URLname=#URLname#">Report</a><br>
<a href="Edit.cfm?URLname=#URLname#">Edit</a><br>
<a href="Purge.cfm?URLname=#URLname#">Purge</a><br>
 <a href="Email.cfm?URLname=#URLname#">Email Participants</a><br>
</CFOUTPUT>
<!--- end output section --->
</body>
</html>
```

Workshop Setup Page; setup.cfm

```
<!--- this page is a form that allows the user to enter information used to setup a new
       registration page --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">

<CFQUERY datasource="extreg" name="Setup_info">
    SELECT *
    FROM  Workshop
</CFQUERY>

<!--- checks to see if the user is logged into the intranet --->
<cfif #isdefined("cookie.instr_id")#  is false>
    your session has expired. <br>
    Please logout of the Intranet and log in again.
<cfelse>
<cfif #cookie.instr_id# is "none">
    your session has expired. <br>
    Please logout of the Intranet and log in again.
<cfelse>

<!--- query manager information --->
<cfquery NAME="check" DATASOURCE ="extreg">
    SELECT personal_ID, firstname, lastname
    FROM Personel
    WHERE Personal_ID = #cookie.instr_id#
</cfquery>

<html>
<head>
<title>Workshop Setup Page</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>
<body>

<!--- heading section --->
 <!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<div align="center"><h1>Workshop Setup Page</h1> </div>

<div align="left">

<!--- output section --->
```

```
<cfoutput query="check" >
  The manager for this workshop will be #firstname# #lastname# <br>
  If this is not correct, log out of the Intranet and log back in under the desired name.
</cfoutput>

<hr>
  This information will be posted on the registration page.<br><font color="red">All
  fields are required.</font> </div>
  <table>
    <tr>
      <td><cfform action="Setup_process.cfm" method="post">
        <div align="right"><b>Workshop Name:</b> </div></td>
      <td> <cfinput type="text" size="40" name="WS_Name" required="yes"
        message="You must enter a workshop name"></td>
      <td>*Be complete in the description.</td>
       <td></td>
    </tr>

    <tr>
      <td><div align="right"><b>Workshop Date:</b></div></td>
      <td><cfinput type="text" size="40"  name="Date" required="yes"
        validate="date" message="You have not entered a valid date in the Date Feild">
      </td>
      <td>* Enter date as m/d/yy.</td>
    </tr>

    <tr>
      <td> <div align="right"><b>Workshop Time:</b></div></td>
      <td><cfinput type="text" size="40" name="Time" required="yes" message="You
        have not entered a valid time in the time Feild"></td>
      <td></td>
    </tr>

    <tr>
        <td></td>
      <td><input type="radio" name="AM_PM" value="AM" >AM
        <input type="radio" name="AM_PM" value="PM" checked>PM</td>
      <td></td>
    </tr>

    <tr>
      <td> <div align="right"><b>Workshop Location:</b></div></td>
      <td><cfinput type="text" size="40" name="WS_Location" required="yes"
        message="You did not enter a Location"></td>
      <td></td>
    </tr>
```

```html
<tr>
    <td><div align="right"><b>Contact Name:</b> </div></td>
    <td><cfinput type="text" size="40" name="Contact_Name"required="yes"
        message="You must enter a contact name" ></td>
    <td></td>
</tr>

<tr>
    <td><div align="right"><b>Contact Phone Number:</b></div></td>
    <td><cfinput type="text" size="40" required="yes" validate="telephone"
        message="You have not entered a valid Phone number in the Phone Number
        Field" name="Contact_Phone"></td>
    <td>*Include area code 000-000-0000</td>
</tr>

<tr>
    <td><div align="right"><b>Contact E-Mail Address:</b> </div></td>
    <td><cfinput type="text" size="40" name="Contact_Email"required="yes"
        message="You must enter an Contact E-mail Address" ></td>
    <td> </td>
</tr>

<tr>
    <td><div align="right"><b>Workshop Cost:</b></div></td>
    <td><cfinput type="text" size="40" validate="float" name="WS_Cost"
        message="You have not entered a valid amount in Cost feild."></td>
    <td>*If cost is left blank, the workshop will be listed as free.</td>
</tr>

<tr>
    <td><div align="right"><b>Registration Deadline:</b> </div></td>
    <td> <cfinput type="text" size="40" name="WS_Deadline" required="yes"
        validate="date" message="You have not entered a valid date in the Deadline
        Feild" ></td>
    <td> * Enter date as m/d/yy</td>
</tr>

<tr>
    <td> <div align="right"><b>URL Extension:</b></div></td>
    <td><cfinput type="text" size="40" name="URLname" required="yes"
        message="You must enter a URL Extension"></td>
    <td>*Cannot be edited after it is submitted.</td>
</tr>
```

```
<tr>
    <td colspan="3" >The below is to enter optional information</td>
</tr>

<tr>
    <td colspan="3"><input type="text"  size="90" name="WS_Other"></td>
</tr>

<tr>
    <td colspan="3" align="left">

    <CFOUTPUT>
        <input type="hidden" name="WS_Manager"
        value="#Cookie.instr_id#">
    </CFOUTPUT>
        <input type="submit" value="Submit Workshop Information"
        name="Action"></b></td>
</tr>
</cfform>
</table>
</body>
</html>
</cfif>
</cfif>
```

Setup Process; setup_process

```
<!--- This page updates the database with the data entered on setup and creates new
    registration page. --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Setup Process</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>
<body>

<!--- heading include file --->
<cfinclude template="heading_intra.cfm">

<!--- begin query section --->
<cfquery name="check_URLname" datasource="extreg">
    SELECT *
    FROM workshop
    WHERE URLname = '#form.URLname#'
</cfquery>


<cfif check_URLname.URLname is form.URLname>
    You have entered an URL that is already in use.
<cfelse>

<!--insert item from form into workshop table-->
<cfinsert datasource="extreg"
    TABLENAME="Workshop"
    FORMFIELDS ="WS_name, time, AM_PM, Date, WS_Location, Contact_Name,
        Contact_Phone, Contact_Email, WS_Manager, WS_Cost,
        WS_Deadline,WS_other, URLname">

<!-- write the new registation page-->
 <cffile action="write"
     file="\\Ait9200\newwebsite\ait\extreg\workshops\#form.URLname#.cfm"
     output="

<!-- beginning of registration page-->

<!-- Query the workshop table -->
<CFQUERY DATASOURCE='extreg' NAME='workshop_info'>
    SELECT *
```

```
     FROM Workshop
     WHERE URLname = '#form.URLname#'
  </cfquery>

<!--query the particpant table-->
 <CFQUERY datasource='extreg' name='Regist_info'>
     SELECT *
     FROM Participant
</cfquery>
<!--- Output Section --->
<CFOUTPUT query='workshop_info'>

<cfset daysdiff = ##dateDiff('d',now(),WS_deadline)##>
<CFIF daysdiff LT 0 > <cflocation url='redirect.cfm' addtoken='no'></cfif>
<!DOCTYPE HTML PUBLIC '-//W3C//DTD HTML 4.01 Transitional//EN'>
<html>
<head>
<title>##WS_Name## Registration Page</title>
<meta http-equiv='Content-Type' content='text/html; charset=iso-8859-1'>
</head>

<body>

<!--- heading include file --->
<cfinclude template='heading_inter.cfm'>

<!--- displays the workshop information on regisration page--->
  <h1><b>Registration Page for ##WS_Name##</b></h1><br>

  <p><b>Workshop Information:</b><br>
   Meeting Date: ##DateFormat(Date,'mmmm dd yyyy')##<br>
      Meeting Time: ##TimeFormat(time, 'h:mm')## ##AM_PM##<br>
   Meeting Location: ##WS_Location##. <br>
      Registration Deadline: ##DateFormat(WS_deadline,'mmmm dd yyyy')##. <br>
      Cost:
      <cfif ##WS_Cost## lte 0>
         Free
        <cfelse>
         ##Dollarformat(WS_cost)##.
      </cfif></p>

      <p><b>Contact Information :</b><br>
   Name: ##Contact_Name##<br>
   E-Mail: ##contact_Email## <br>
   Telephone: ##Contact_Phone##. <br>
  </p>
```

```
<cfif ##WS_Other## is not 1>
   <b>Other Information:</b><br>##WS_Other##
</cfif>
</CFOUTPUT>
<hr>

<!---input for for participants to enter personal data --->
 Please enter your information<br>
 <font color='red'>* All fields required.</font>

<table>
 <tr>
    <cfform action='regist_process.cfm?URLname=#URLname#'method='post'>
   <td><b>First Name:</b></td>
   <td><cfinput type='text' size='40' name='P_First_Name'required='yes' message='You
       must enter your first name'></td>
   <td></td>
  </tr>

  <tr>
   <td align='right'>
   <b>Last Name:</b></td>
   <td><cfinput type='text' size='40' name='P_Last_Name'required='yes' message='You
       must enter your last name'></td>
   <td></td>
  </tr>

  <tr>
    <td align='right'><b>Address:</b></td>
    <td><cfinput type='text' size='40' name='P_Address'required='yes' message='You
       must enter your address'></td>
   <td></td>
  </tr>

<tr>
    <td align='right'><b>City:</b></td>
    <td><cfinput type='text' size='40' name='P_City'required='yes' message='You must
       enter your city'></td>
   <td></td>
</tr>

<tr>
    <td align='right'><b>State:</b></td>
    <td><select name='P_State'>
```

```html
<option value='AK'>AK</option>
        <option value='AL'>AL</option>
        <option value='AR'>AR</option>
        <option value='AZ'>AZ</option>
        <option value='CA'>CA</option>
        <option value='CO'>CO</option>
        <option value='CT'>CT</option>
        <option value='DC'>DC</option>
        <option value='DE'>DE</option>
        <option value='FL'>FL</option>
        <option value='GA'>GA</option>
        <option value='HI'>HI</option>
        <option value='IA'>IA</option>
        <option value='ID'>ID</option>
        <option value='IL'>IL</option>
        <option value='IN'>IN</option>
        <option value='KS'>KS</option>
        <option value='KY'>KY</option>
        <option value='LA'>LA</option>
        <option value='MA'>MA</option>
        <option value='MD'>MD</option>
        <option value='ME'>ME</option>
        <option value='MI'>MI</option>
        <option value='MN'>MN</option>
        <option value='MO'>MO</option>
        <option value='MS'>MS</option>
        <option value='MT'>MT</option>
        <option value='NC'>NC</option>
        <option value='ND'>ND</option>
        <option value='NE'>NE</option>
        <option value='NH'>NH</option>
        <option value='NJ'>NJ</option>
        <option value='NM'>NM</option>
        <option value='NV'>NV</option>
        <option value='NY'>NY</option>
        <option value='OH'>OH</option>
        <option value='OK'>OK</option>
        <option value='OR'>OR</option>
        <option value='PA'>PA</option>
        <option value='RI'>RI</option>
        <option value='SC'>SC</option>
        <option value='SD' selected>SD</option>
        <option value='TN'>TN</option>
        <option value='TX'>TX</option>
        <option value='UT'>UT</option>
        <option value='VT'>VT</option>
```

```
                    <option value='VA'>VA</option>
                    <option value='WA'>WA</option>
                    <option value='WI'>WI</option>
                    <option value='WV'>WV</option>
                    <option value='WY'>WY</option>
             </select></td>
          <td></td>
        </tr>

        <tr>
          <td align='right'><b>Zip code:</b></td>
          <td><cfinput type='text' size='40' required='yes' validate='zipcode'
               message='You have not entered a valid zipcode in the zipcode Feild'
               name='P_Zipcode'></td>
          <td></td>
        </tr>

        <tr>
          <td align='right'><b>Phone Number:</b></td>
          <td><cfinput type='text' size='40' required='yes' validate='telephone'
               message='You have not entered a valid telephone number in the Phone
               Number Feild' name='P_Phone'></td>
          <td>*Include area code 000-000-0000 </td>
        </tr>

        <tr>
          <td align='right'><b>E-Mail Address:</b></td>
          <td><cfinput type='text' size='40' required='yes' name='P_Email'></td>
          <td>*If you do not have an E-Mail address, enter NONE.</td>
        </tr>

        <tr>
          <td colspan='3' align='left'><input type='hidden' name='URLname'
               value='#form.URLname#'>
          <input type='submit' value='Submit Registraion' name='Action'></td>
        </tr>

</cfform>
</table>

</body>
</html>
<!--- end of registration page--->
">
<cfoutput>
  <p>Your workshop information has been saved to database and a new registration
```

```
    page created. <br></p>
   <p>This is the full address of the new registration page<br>
    <a href="http://agtech.sdstate.edu/extreg/workshops/#form.URLname#.cfm">
      http://agtech.sdstate.edu/extreg/workshops/#form.URLname#.cfm</a>
   </p>
</cfoutput>
</body>
</html>
</cfif>
```

Heading for intanet pages; heading_intra.cfm

```
<!--- This page is used as a heading for the pages on the intranet --->

<!--- begin heading section --->

    <div align="center">

<!--- heading image --->
<img src="workshops/images/toplogo.gif" alt="" border="0">

<!--- naviagation buttons --->
<table border = 0 width="100%">
  <tr>
    <td width="33%" align="center">
      <a href="Manager_home.cfm"><b>Manager Home Page</b></a> </td>
    <td width="33%" align="center">
      <a href="setup.cfm"><b>Set up a new registration Page</b></a> </td>
    <td width="34%" align="center">
      <a href="Part_Search.cfm"><b>Search for a Participant</b></a> </td>
  </tr>
</table>
<!--- end heading section --->
```

Workshop Search Page; index.cfm

```
<!--- This page gives a way for the public to search for a workshop --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>

<title>Workshop Search</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>

<BODY >
<div align="center">

<!--- heading include file --->
<cfinclude template="workshops/heading_inter.cfm">

<h1>Welcome to South Dakota State Extension Registration </h1>
<H2>To find a workshop, please enter your search text below</H2>
<!--- end heading section --->

<!--- begin form section --->
<table>
 <tr>
   <FORM ACTION="Index_process.cfm" METHOD="POST">
   <td align="right"><b>Workshop name:</b></td>
   <td><INPUT TYPE="text"  size="40" NAME="WS_Name"></td>
 </tr>

 <tr>
   <td align="right"><b>Location:</b></td>
   <td><INPUT TYPE="text"  size="40" NAME="WS_Location"></td>
 </tr>

 <tr>
   <td align="right"><b>Date:</b></td>
   <td><INPUT TYPE="text"  size="40" NAME="Date"></td>
 </tr>

 <tr>
   <td align="right"> <b>Contact Person:</b></td>
   <td> <INPUT TYPE="text"  size="40" NAME="Contact_name"><td>
 </tr>
```

```
<tr>
  <td></td>
  <td align="center"><INPUT TYPE="submit" VALUE="Search" name="b1">
   <INPUT TYPE="submit" VALUE="View All" name="b1"></td>
</tr>

</FORM>
</div>
<!--- end form section --->
</BODY>
</HTML>
```

Workshop Search Process; index_Process.cfm

```
<!--- This page searches the database for items entered on Index page --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Index Process</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>


<!--- begin the query section --->
<!--- check to see if veiw all was selected. If true, set all fields to empty strings --->
<cfif #b1# EQ "View All">
 <cfset form.WS_Name="">
 <cfset form.WS_Location="">
 <cfset form.Date="">
 <cfset form.Contact_Name="">
</cfif>


<!--- query workshop table --->
<CFQUERY DATASOURCE="Extreg" NAME="WS_info">
   SELECT *
   FROM Workshop
   WHERE 0 = 0

<CFIF WS_Name IS NOT "">
 AND WS_Name LIKE '%#WS_Name#%'
</CFIF>

<CFIF WS_Location IS NOT "">
 AND WS_Location LIKE '%#WS_Location#%'
</CFIF>

<CFIF Date IS NOT "">
 AND Date LIKE '%#Date#%'
</CFIF>

<CFIF Contact_Name IS NOT "">
 AND Contact_Name LIKE '%#Contact_Name#%'
</CFIF>

ORDER BY WS_Name, Date

</CFQUERY>
<!--- end query section --->
```

```
<BODY>
<div align="center">

<!--- heading include file --->
<cfinclude template="workshops/heading_inter.cfm">

<!--- begin output section --->
<!--- list the number of matches --->
<cfoutput><h1>
  <cfif #WS_info.RecordCount# is 0>
    No matches were found.
    <cfelseif #WS_info.RecordCount# is 1>
    One match was found.
    <cfelse>
    #WS_info.RecordCount# matches were found.
  </cfif> </h1>
</cfoutput>


<!--- list of workshops --->
<TABLE BORDER=1>
 <TR>
  <TH><u>Workshop Name</u> </TH>
  <TH><u>Location</u></TH>
  <TH><u>Date</u></TH>
  <TH><u>Contact Person</u></TH>
  <TH><u>Go To Registration Page</u></TH>
 </TR>

 <CFOUTPUT QUERY="WS_info">
 <tr>
  <td> #WS_Name#</td>
  <td> #WS_Location# </td>
  <td> #DateFormat(date,"mmm dd yyyy")# </td>
  <td> #Contact_Name#</td>
  <td align="center"><A HREF="http://extreg/workshops/#URLname#.cfm"> Go
    To</a></td>
 </tr>
 </CFOUTPUT>
</TABLE>
</div>

<!--- end output section --->
</BODY>
</HTML>
```

Registration Process; regist_process.cfm

```
<!--- inserts into the database the items that were entered on the registration page --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">

<cfquery name="register" datasource="extreg" >
  INSERT into participant
    (P_First_Name, P_Last_Name, P_Address, P_City, P_State, P_Zipcode,URLname,
      P_Phone, RegistDate, Pay_Stat, P_Email)
  VALUES
    ('#P_First_Name#', '#P_Last_Name#', '#P_Address#', '#P_City#', '#P_State#',
      '#P_Zipcode#','#URLname#', '#P_Phone#', #Now()#, 0, '#P_Email#')
</cfquery>


<html>
<head>
<title>Registration Process</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>
<body>
<div align="center"><img src="images/extension_head.gif" width="640" height="91"
border="0"></div>

<CFQUERY DATASOURCE="extreg"
  NAME="WS_info">
  SELECT*
  FROM  workshop
  WHERE  URLname = '#URLname#'
</CFQUERY>

<CFQUERY DATASOURCE="extreg" NAME="P_info">
  SELECT*
  FROM  participant
</CFQUERY>


<cfoutput query="WS_info">
<CFQUERY DATASOURCE='extreg' NAME='M_info'>
  SELECT *
  FROM Personel
  WHERE  Personal_ID = #WS_manager#
</CFQUERY>
```

Cooperative Extension Service Online Registration System
Project Report

```
</CFQUERY>

<!--- sends invoice by email if the participant entered an email address --->
<cfif #form.P_email# is not 'NONE'>
  <cfmail type="html"
     to= "#form.P_Email#"
     from="#ws_info.contact_email#"
     subject="#WS_info.ws_name# Registation confirmation"
     server="mail.sdstate.edu">

<html>
<body>


<table border="0" width="100%" height="100%">
 <tr>
    <td align="left" width="38%"></td>
    <td align="right" valign="top" width="34%"><h1>Invoice</h1>
      <table border="1" color="black" width="150" height="38">
        <tr>
          <td width="64">
             <p align="right">Date:</td>
          <td width="150">#DateFormat(P_info.RegistDate,'mm/dd/yyyy')#</td>
        </tr>

        <tr>
          <td width="64"> <p align="right">Invoice:</td>
          <td align="center" width="150">#P_info.PartID#</td>
        </tr>
   </table></td>

 </tr>
 <tr>


  <td width="38%" align="left" valign="top" height="95">
     <b>Remittance Address: </b><br>
     #M_info.County# County <br>
     Attn: #WS_info.Contact_Name#<br>
     #M_info.street#<br>
     #M_info.city#, #M_info.state# #M_info.zip#
     <p>Phone: #M_info.phone#<br>
     Fax: #M_info.fax#</td>
  <td width="34%" align="right"  valign="top" height="95"><h1></td>
 </tr>

 <tr>
```

```
      <td width="50%" align="left" height="61"> </td>
      <td width="50%" align="right" height="61"> </td>
    </tr>

    <tr>
      <td width="38%" align="left" height="57">
          <b>Bill to:</b><br>
          #P_First_Name# #P_Last_Name#<br>
          #P_Address#<br>
          #P_City#, #P_state#  #P_zipcode#<br></td>
      <td width="34%" align="right" valign="top" height="57"></td>
    </tr>

    <tr>
      <td width="50%" align="left" height="19"> </td>
      <td width="50%" align="right" height="19"> </td>
    </tr>

    <tr>
      <td align="left" height="19" colspan="2">
        Thanks for registering
        for #WS_info.WS_Name#<br>
        Please print a copy of this invoice and mail along  with the
        payment to the above address <p>
        Workshop Date: #DateFormat(WS_info.Date,'mm/dd/yyyy')#<br>
        Location: #WS_info.WS_Location#<br>
        Time: #TimeFormat(WS_info.time,'h:mm')# #WS_info.AM_PM#<br>
         </td>
    </tr>

    <tr>
      <td width="50%" align="left" height="19"> </td>
      <td width="50%" align="right" height="19" >Total Due 
        #DollarFormat(WS_info.WS_cost)#</td>
    </tr>

    <tr>
      <td width="50%" align="left" height="30"> </td>
      <td width="50%" align="right" height="30" ></td>
    </tr>

</table>
</body>
</html>
</cfmail>
</cfif>
```

```
<!--- end of email --->


<cfif WS_info.WS_cost gt 0>

<cfoutput>
  <form action="invoice.cfm?RegistDate=#Now()#&P_Phone=#P_phone#"
    method="post">

    Click on button to view invoice<br>
<input type="submit" value="Invoice">
 </form>
</cfoutput>
 </cfif>

  Thanks for registering for <cfoutput>#WS_info.Ws_Name#.<br>
   Below is the information that you entered.<br>
   If it is not correct, contact #WS_info.Contact_Name# <br>
   Phone: #WS_info.Contact_Phone# <br>
       E-mail: #WS_info.Contact_email#.<br>
   <br>

   <b>First Name:</b> #form.P_First_Name#<br>
   <b>Last Name:</b> #form.P_Last_Name#<br>
   <b>Address: </b>#form.P_Address#<br>
   <b>City: </b>#form.P_City#<br>
   <b>State: </b>#form.P_State#<br>
   <b>Zip code:</b> #form.P_Zipcode#<br>
   <b>Phone Number:</b> #form.P_Phone#<br>
   <b>E-Mail Address: </b>#form.P_Email#<br>
   <b>Date Registered: </b>#DateFormat(Now(),"mmm dd yyyy")#<br>
</cfoutput>


  </body>
</html>
```

Invoice; invoice.cfm

```
<!--- This page is displays invoice --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Invoice</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>


<!--- begin query section --->
<!--query the particpant table-->
<CFQUERY datasource='extreg' name='P_info'>
    SELECT *
    FROM Participant
    WHERE RegistDate = #RegistDate#
    AND P_Phone = '#P_Phone#'
</cfquery>


<!--- query workshop table inside the particpant output --->
<cfoutput query="P_info">
 <CFQUERY DATASOURCE='extreg' NAME='WS_info'>
    SELECT *
    FROM Workshop
    WHERE  URLname = '#URLname#'
 </cfquery>
</cfoutput>


<!--- query personal table inside of the workshop output --->
<cfoutput query="WS_info">
 <CFQUERY DATASOURCE='extreg' NAME='M_info'>
    SELECT *
    FROM Personel
    WHERE Personal_ID = #WS_manager#
 </cfquery>
<!--- end query section --->

<body>

<!--- output invoice information --->
<cfoutput query="P_info">
<table border="0" width="100%"  height="100%">
 <tr>
   <td align="left" width="38%"><img name="sdsu" src="file://images/sdsu1.png"
```

```
            height="88" width="68"></td>
        <td align="right" valign="top" width="34%"><h1>Invoice</h1>
          <table border="1" color="black" width="150" height="38">
            <tr>
              <td width="64"><p align="right">Date:</td>
              <td width="150">#DateFormat(RegistDate,'mm/dd/yyyy')#</td>
            </tr>

            <tr>
              <td width="64"><p align="right">Invoice:</td>
              <td align="center" width="150">#PartID#</td>
            </tr>
          </table></td>
      </tr>

      <tr>
        <td width="38%" align="left" valign="top" height="95">
          <b>Remittance Address:</b><br>
          #M_info.County# County <BR>
          Attn: #WS_info.Contact_Name#<br>
          #M_info.street#<br>
          #M_info.city#, #M_info.state# #M_info.zip#
          <p>Phone: #M_info.phone#<br>
          Fax: #M_info.fax#</td>
        <td width="34%" align="right"  valign="top" height="95"><h1></td>
      </tr>

      <tr>
        <td width="50%" align="left" height="61"> </td>
        <td width="50%" align="right" height="61"> </td>
      </tr>

      <tr>
        <td width="38%" align="left" height="57"><b>Bill to:</b><br>
        #P_First_Name# #P_Last_Name#<br>
        #P_Address#<br>
        #P_City#, #P_state#  #P_zipcode#<br></td>
        <td width="34%" align="right" valign="top" height="57"></td>
      </tr>

      <tr>
        <td width="50%" align="left" height="19"> </td>
        <td width="50%" align="right" height="19"> </td>
      </tr>

      <tr>
```

```
<td align="left" height="19" colspan="2">
 Thanks for registering for #WS_info.WS_Name#<br>
 Please print a copy of this invoice and mail along  with the
 payment to the above address
 <p>
 Workshop Date: #DateFormat(WS_info.Date,'mm/dd/yyyy')#<br>
 Location: #WS_info.WS_Location#<br>
 Time: #TimeFormat(WS_info.time,'h:mm')# #WS_info.AM_PM#<br> </td>
</tr>

<tr>
 <td width="50%" align="left" height="19"> </td>
 <td width="50%" align="right" height="19" >Total Due 
  #DollarFormat(WS_info.WS_cost)#</td>
</tr>

</table>
<!--- end invoice form --->

</body>
</html>
</cfoutput>
```

Redirect; redirect.cfm

```html
<!--- The participant is redirected to this page if they log onto the registration page after
      the deadline date --->

<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Redirect</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>
<body>

<!--- begin the heading section --->
    <div align="center">
    <img src="images/extension_head.gif" width="640" height="91" border="0"> </div>

<!--- notifies the participant that they have missed the deadline to register --->
<p>Sorry, you have missed the deadline to register for this workshop.</p>

<!--- link to the workshop home page --->
  <p>
   <a href="http://agtech.sdstate.edu/extreg">Registration Home Page</a>
  </p>
</body>
</html>
```

Heading for Internet Pages; heading.cfm

```
<!--- This page is used as a heading for the pages on the public internet --->

<!--- begin heading section --->

<div align="center">

  <!--- heading image --->
  <img src="images/extension_head.gif" width="640" height="91" border="0">
</div>

<!--- end heading section --->
```