



Product Release Notes for ACTIVEWORKS Endurance – June 25, 2019

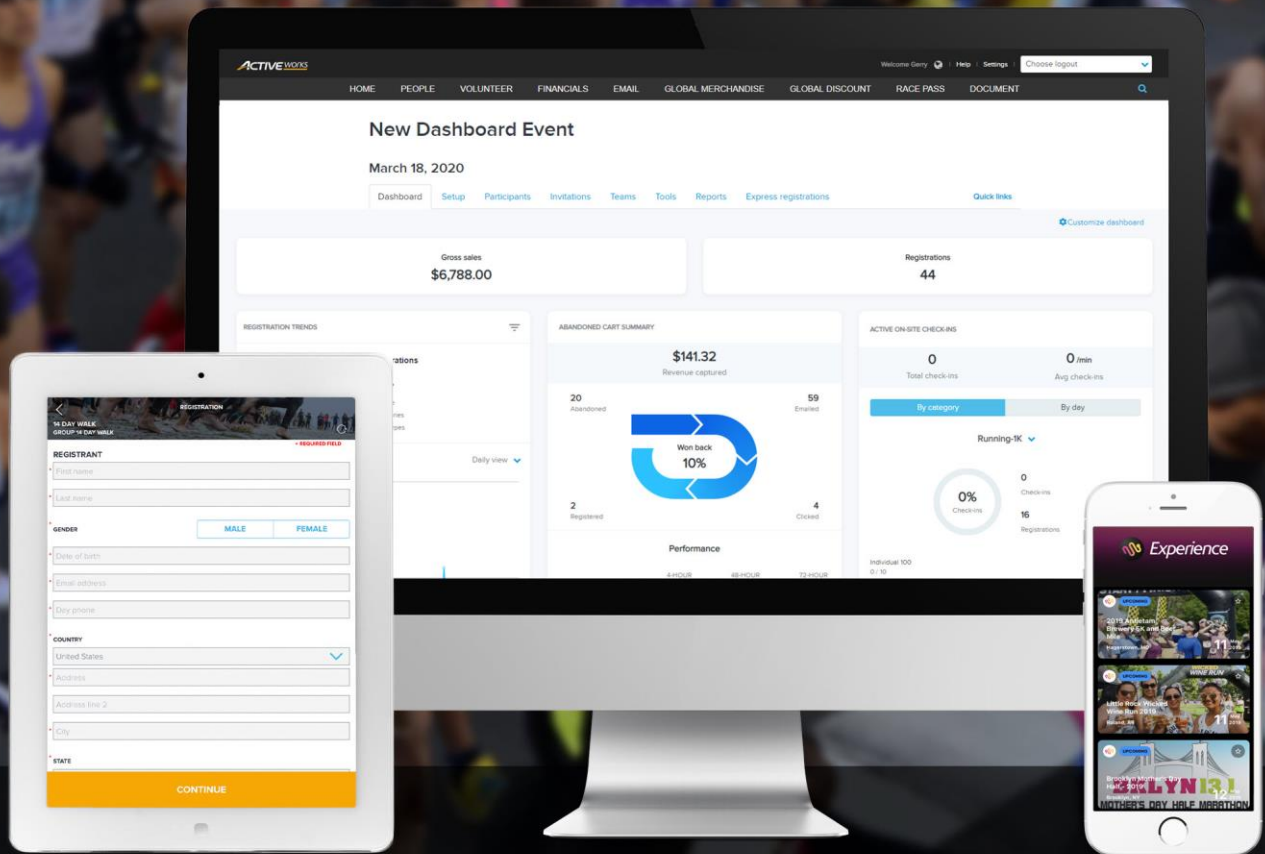


Table of Contents

Downloadable Activity report by event.....	2
Registration trends component enhancement: Registrations and Fill rate tabs	3



Downloadable Activity report by event

Earlier this year, we made it easier for you to quickly see key metrics (**REGISTRATIONS, CANCELLATIONS, NET INCOME, DISCOUNTS** and **REFUNDS**) in all of your events in the **Activity report by event**. This report is now available for you to download as a CSV file for importing into a spreadsheet or other financial software.

To download the **Activity report by event** as a CSV file, click the **HOME** tab > **Activity report by event** link > **Download** button:

The screenshot shows the 'Activity report' modal in the ActiveWorks interface. It includes a search bar, filters for 'Current events' and 'This year (1/1/2019 - ...)', and a table with the following data:

EVENT NAME	REGISTRATIONS	CANCELLATIONS	NET INCOME	DISCOUNTS	REFUNDS
Clown Run II	2	0	\$150.00	\$0.00	\$0.00
Rock the Park II	0	0	\$0.00	\$0.00	\$0.00
New Springfield Fun Run	0	0	\$0.00	\$0.00	\$0.00
Rock Springfield	0	0	\$0.00	\$0.00	\$0.00
Total: 4					

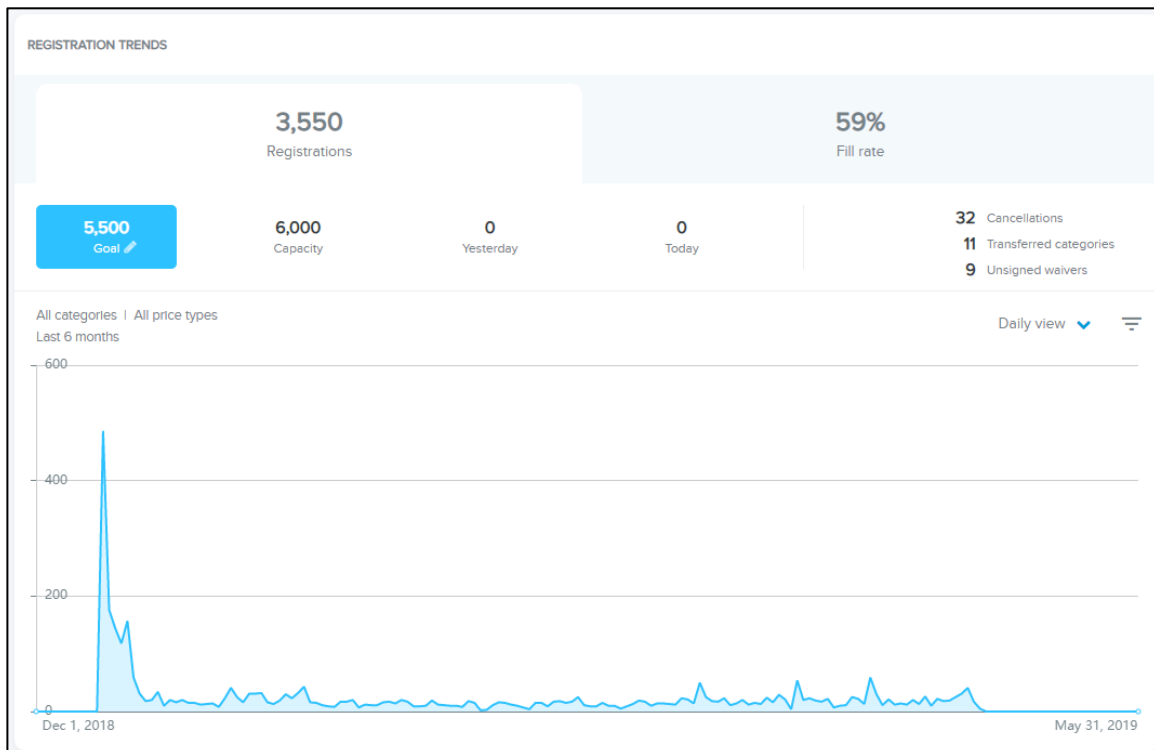
	A	B	C	D	E	F	G	H
1	Event Name	Registrations	Cancellations	Net Income	Discounts	Refunds	Currency	
2	Clown Run II	2	0	150	0	0	USD	
3	Rock the Park II	0	0	0	0	0	USD	
4	New Springfield Fun	0	0	0	0	0	USD	
5	Rock Springfield	0	0	0	0	0	USD	
6								



Registration trends component enhancement: Registrations and Fill rate tabs

We've enhanced the **REGISTRATION TRENDS** dashboard component (a Premium-tier Dashboard feature) to show you exactly how far your event's registrations are away from capacity and from your own registration goal. Fill rates for each category and price type are broken out, so that you can see which categories/price types are in demand and which require more marketing effort.

The component is now split into a **Registrations** tab and a **Fill rate** tab. The **Registrations** tab displays the previous registration trend chart and now also displays:



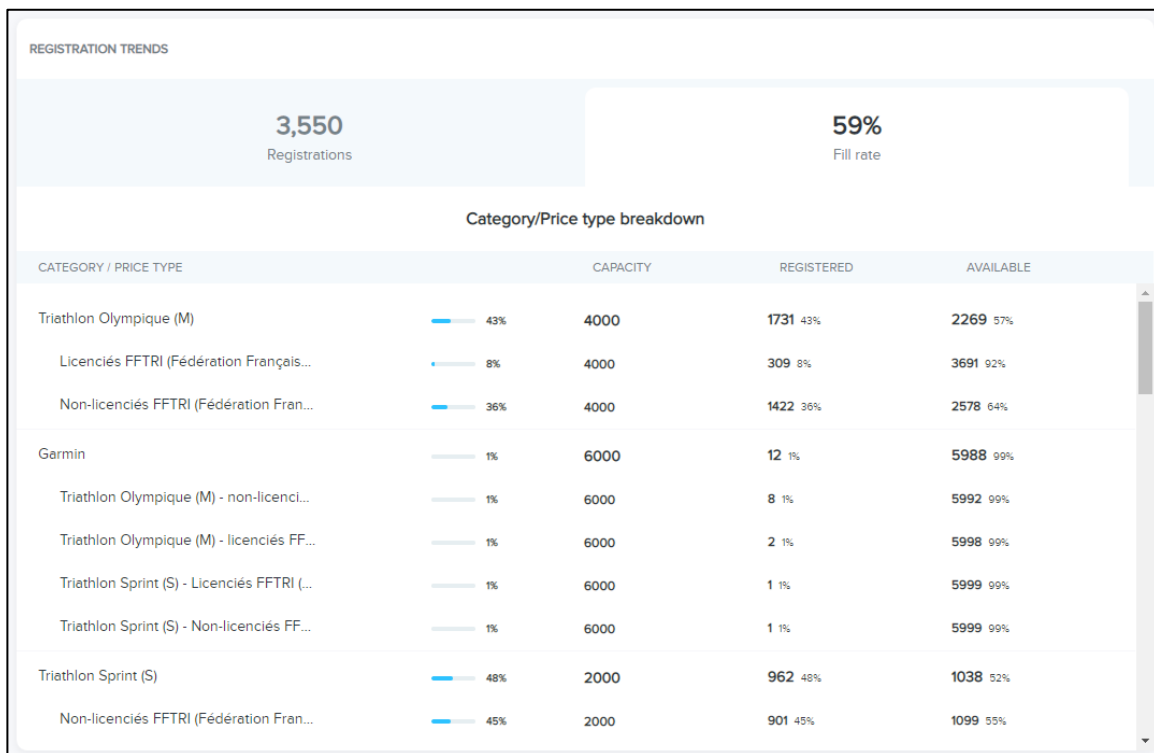
- The total number of **Registrations** for the event.
- Your configurable registration **Goal**. Click the ✎ icon to edit the **Goal**:

The screenshot shows a dialog box titled 'Edit registration goal' with a close button (X) in the top right corner. The dialog contains the following text: 'Monitor if your event's registrations are on track by setting a registration goal.' Below this, there is a label 'Goal *' followed by a text input field. At the bottom of the dialog, there are two buttons: 'Cancel' and 'Save'.



- The event's registration **Capacity** (maximum number of registrations).
- The number of registrations received **Yesterday** and **Today**.
- The number of registration **Cancellations**.
- The number of registrations with **Transferred categories**.
- The number of registrations with **Unsigned waivers**.

The new **Fill rate** tab displays:



- The overall **Fill rate** for the event ($100 * \text{Registrations} / \text{Capacity}$; if the event **Capacity** is unlimited, then the **Fill rate** displays **Unlimited**. If the **Fill rate** exceeds 100%, then **100%** is displayed).
- A list of event **CATEGORY / PRICE TYPES**, and their corresponding:
 - Fill rate bar chart and percentage ($100 * \text{REGISTERED} / \text{CAPACITY}$).
 - **CAPACITY** (maximum number of registrations; any capacities configured as unlimited are displayed as **Unlimited**).
 - Number of **REGISTERED** participants and percentage fill rate ($100 * \text{REGISTERED} / \text{CAPACITY}$).
 - Remaining number of **AVAILABLE** spots (if the corresponding **CAPACITY** is **Unlimited**, then this is also **Unlimited**) and percentage availability ($100 * \text{AVAILABLE} / \text{CAPACITY}$).



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