LOVE WINS MEDIA, INC. · APP REVIEW GUIDE

Focus by AudienceKit: curating a scene, step by step

Focus is the app a city scene's administrators use to keep its listing in Hot Mess accurate: the people, venues and events guests see, the staff invites that bring venues and performers on board, and the reports and chat rooms that keep the scene safe. This guide walks through each part of the app with a screenshot of every step.

App	Focus by AudienceKit (Apple ID 6821187977)
Bundle ID	com.audiencekit.Focus
Developer	Love Wins Media, Inc.
Who uses it	The administrators of a scene (an AudienceKit audience), not guests and not venue staff
Related apps	Hot Mess (guests), Velvet (venue staff), Backstage (talent), Arbiter
Signing in for review	On the welcome screen tap "Have an App Review code?" and enter the code from the review notes. It signs in as the demo staff account, Johnny Apple.
Demo data	Every screenshot uses the AudienceKit Demo audience and its venue, The Review Room. No real guest or venue data is shown.

OVERVIEW

A week in Focus

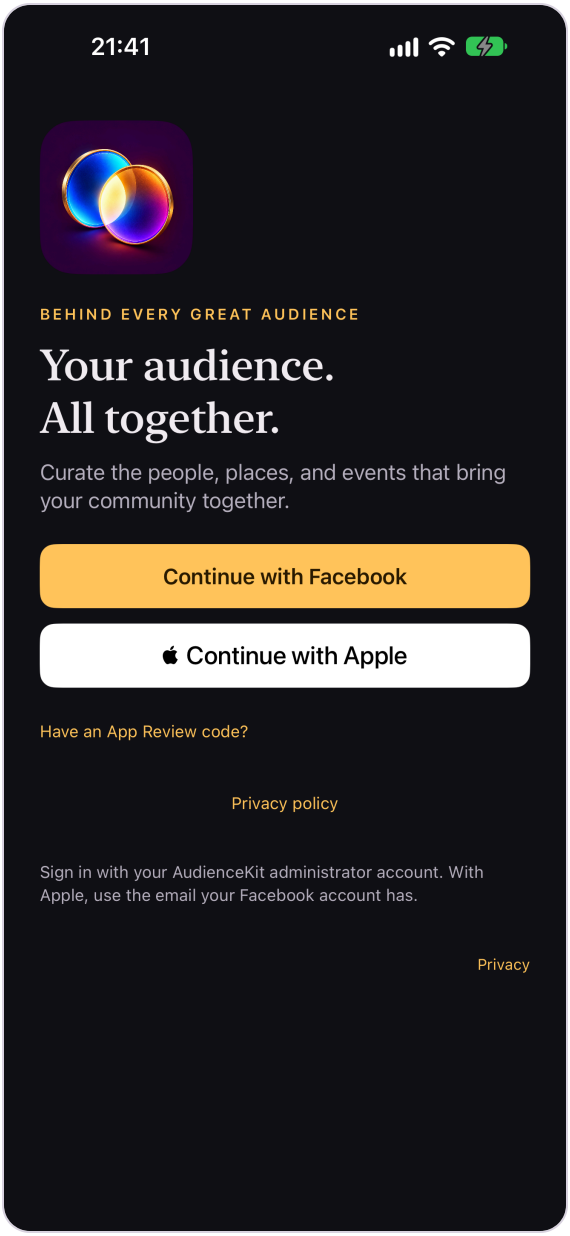
Focus is about onboarding and curation: who and what is listed in the scene, and who may manage it. Each step below is a page with screenshots taken from the current build, signed in with the App Review code.

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GETTING IN · STEP 1 OF 11

Sign in as the scene's administrator

Administrators sign in with Facebook Login for Business. For App Review, "Have an App Review code?" signs in as the demo account. Focus then opens the audience they administer; only audience administrators get in.

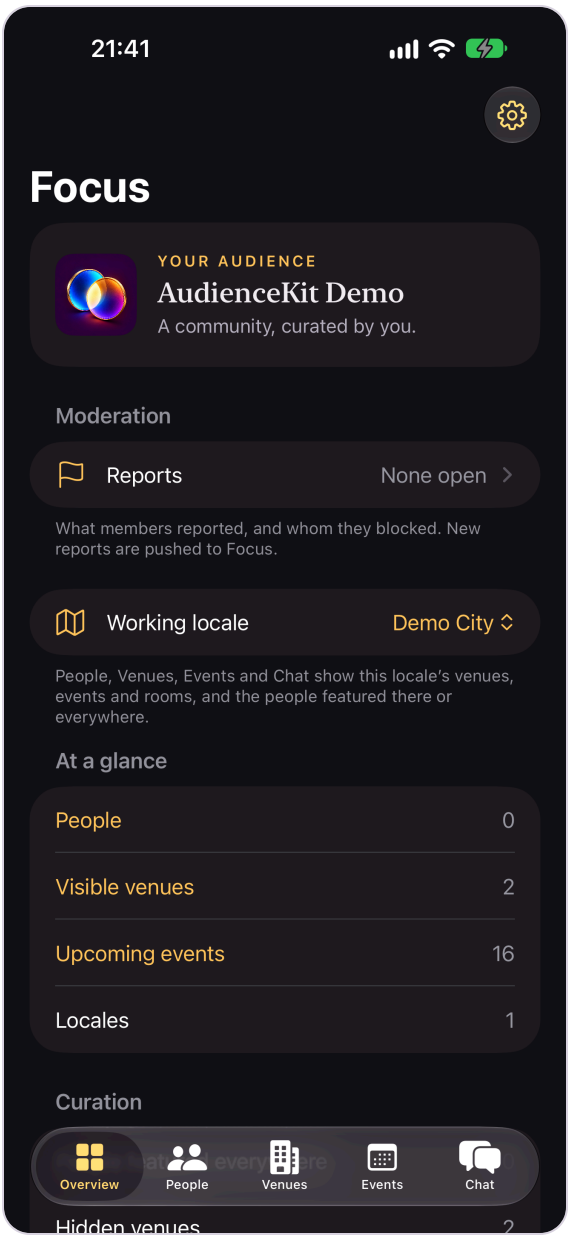


Welcome

GETTING IN · STEP 2 OF 11

The scene at a glance

The Overview counts the scene's people, visible venues, upcoming events and locales, shows how many reports are open, and links to onboarding and access. A locale filter narrows every section to one city or neighbourhood.

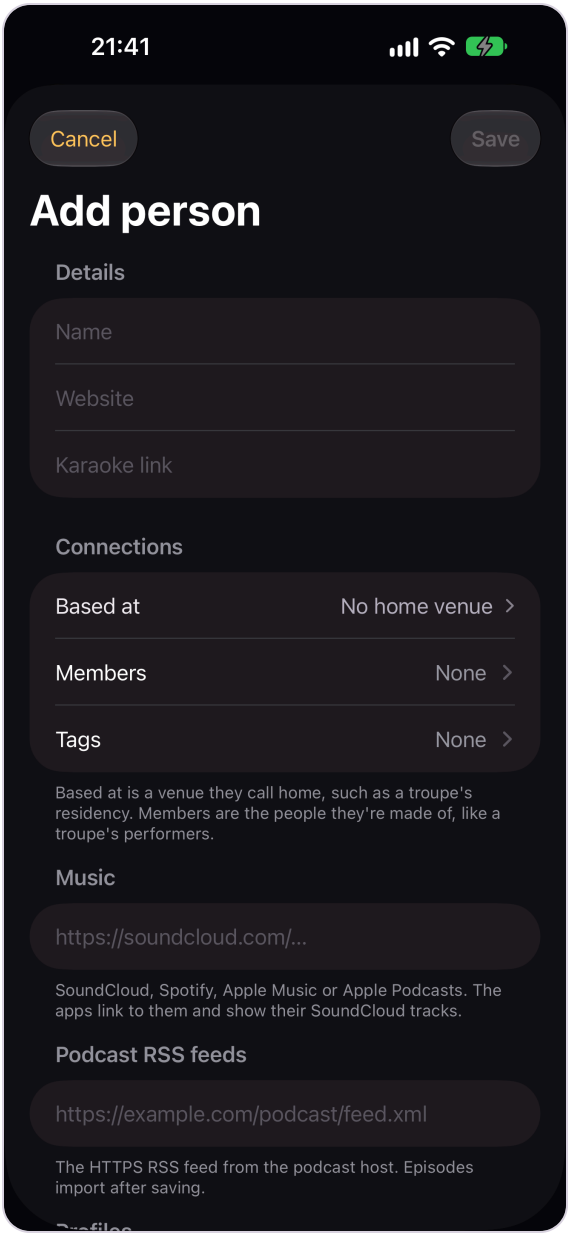


Overview

CURATING · STEP 3 OF 11

The people guests see

People are public listings for performers, DJs, hosts and troupes, not login accounts. Administrators add and edit them: their name, home venue, members, tags, music and social links, tip links, and the locales they're featured in.

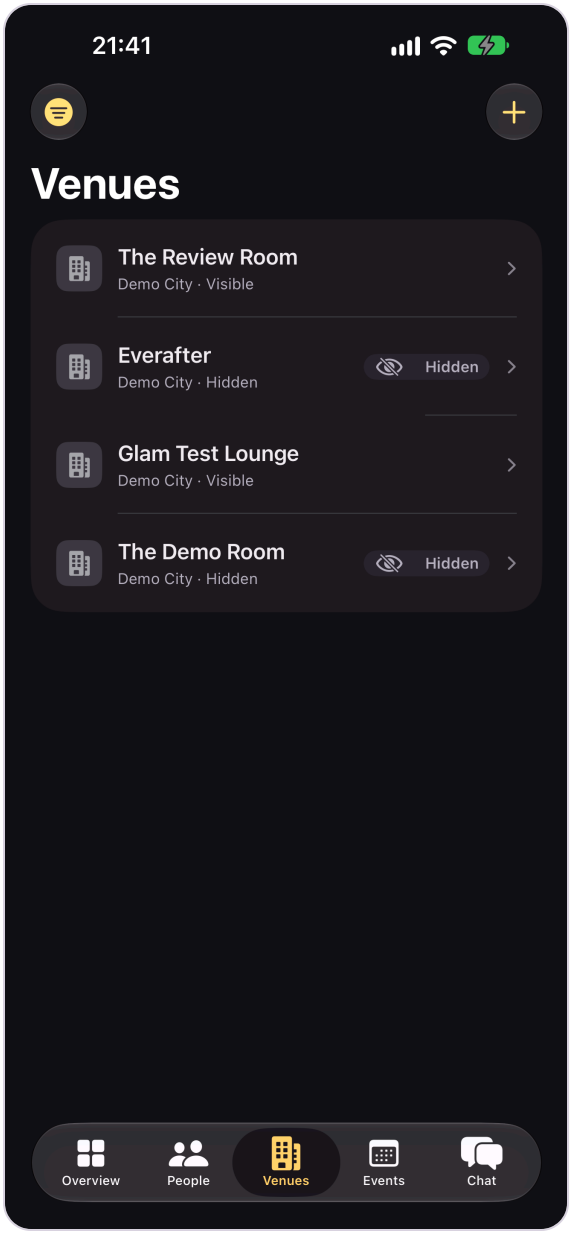


Adding a person (cancelled)

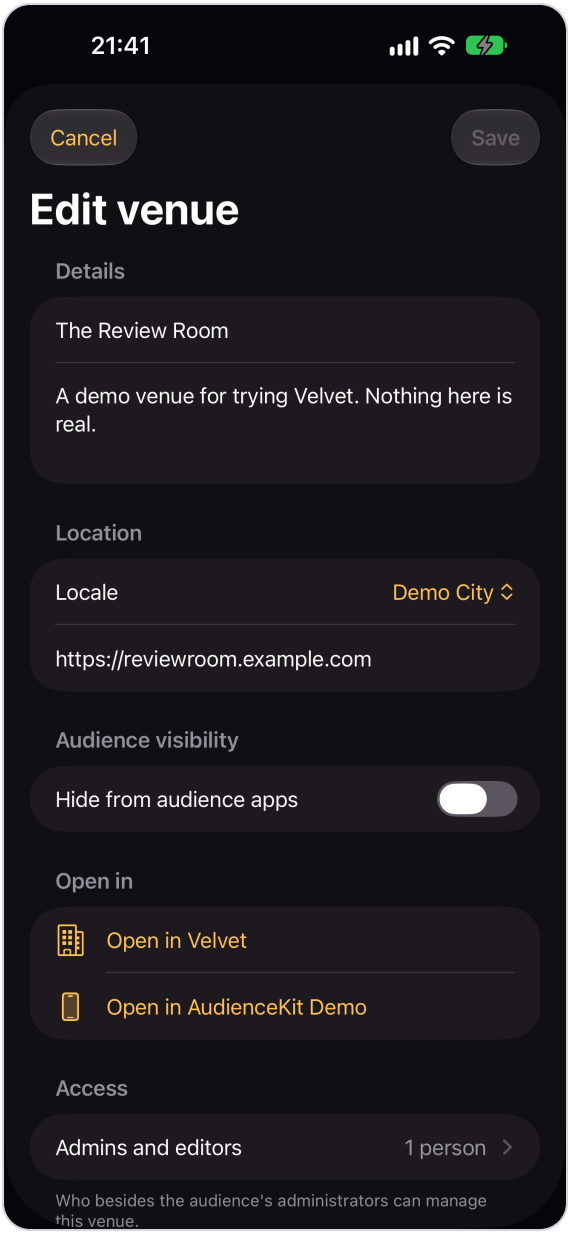
CURATING · STEP 4 OF 11

The venues

Each venue's listing in Hot Mess comes from here: its name, description, website, locale and whether it is visible. The editor also shows who manages the venue and opens its Velvet invites.



Venues

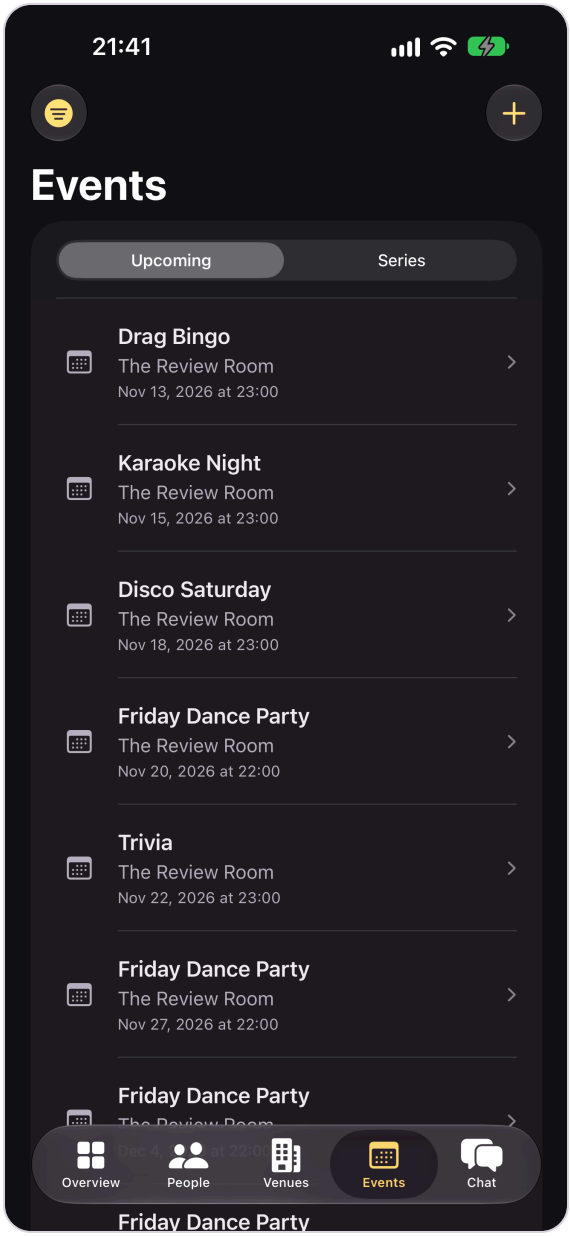


The Review Room (cancelled)

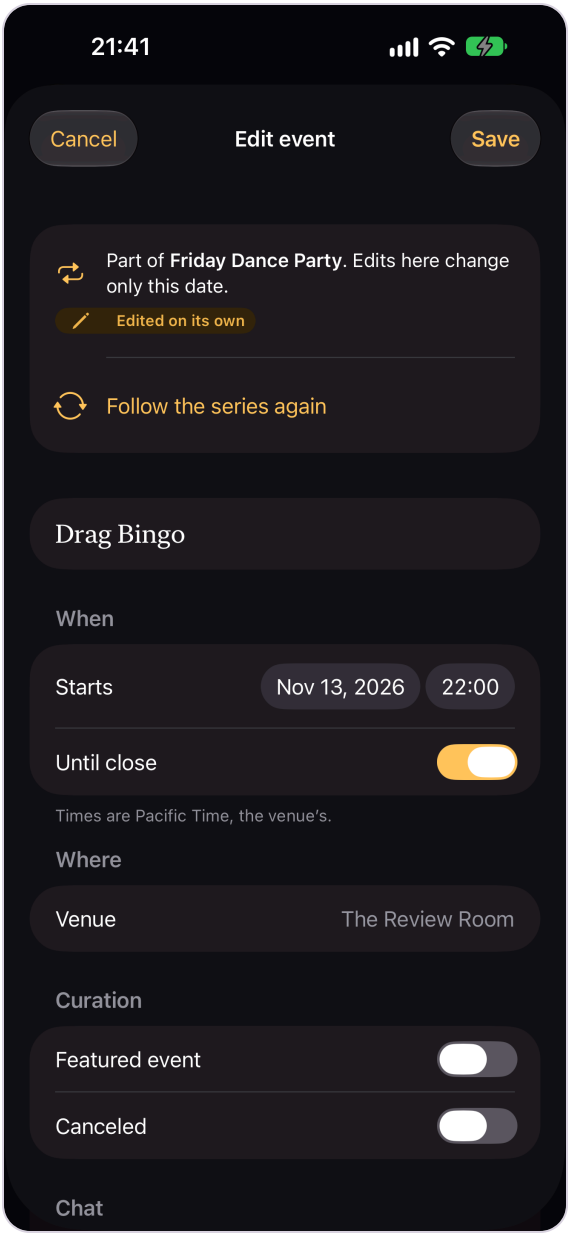
CURATING · STEP 5 OF 11

The calendar

Administrators add events at a venue and edit their name and description, feature them, or cancel them (with a confirmation; a cancelled event keeps its listing). Dates show in the device's time zone.



Events

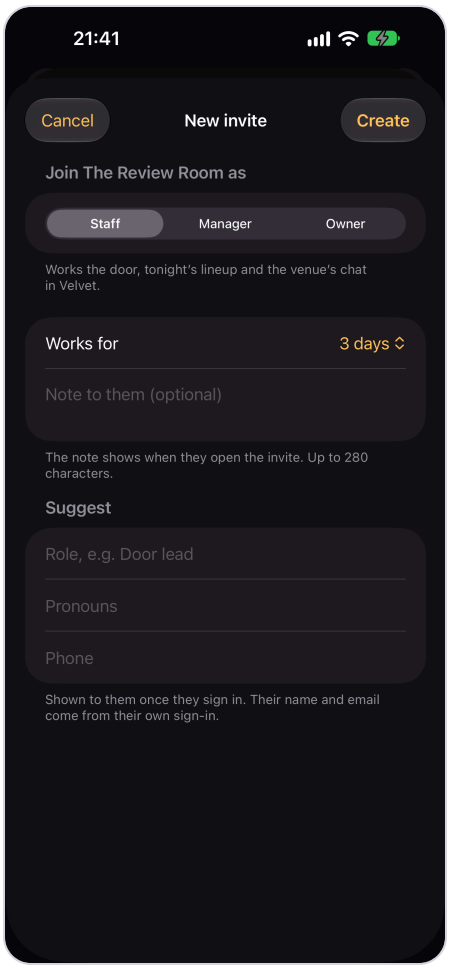


Editing an event (cancelled)

ONBOARDING · STEP 6 OF 11

Invite a venue's staff to Velvet

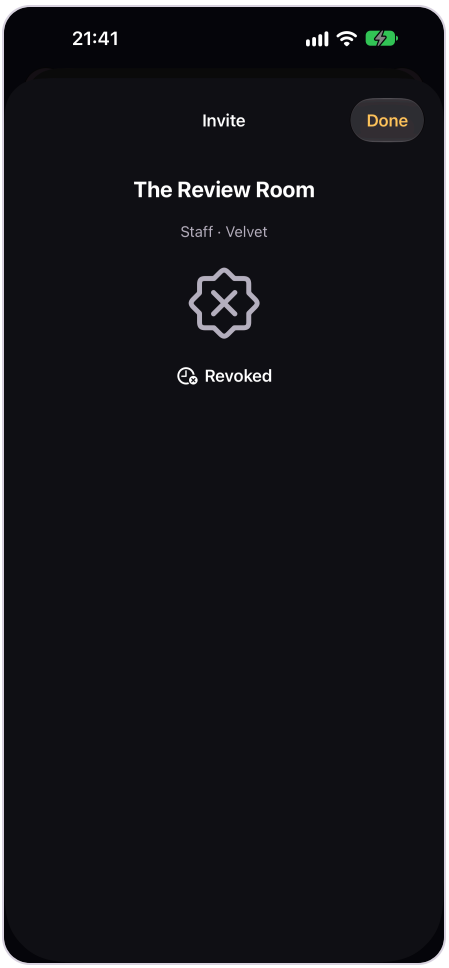
From a venue's editor, "Invite to Velvet" makes a QR code with the access it grants (staff, manager or owner) and how long it works. The new staff member scans it, Velvet's App Clip opens, and they accept with Sign in with Apple. The screen shows when it's scanned and accepted, and the invite can be revoked at any time. The invite shown here was revoked after the screenshot.



New invite



The invite's QR code

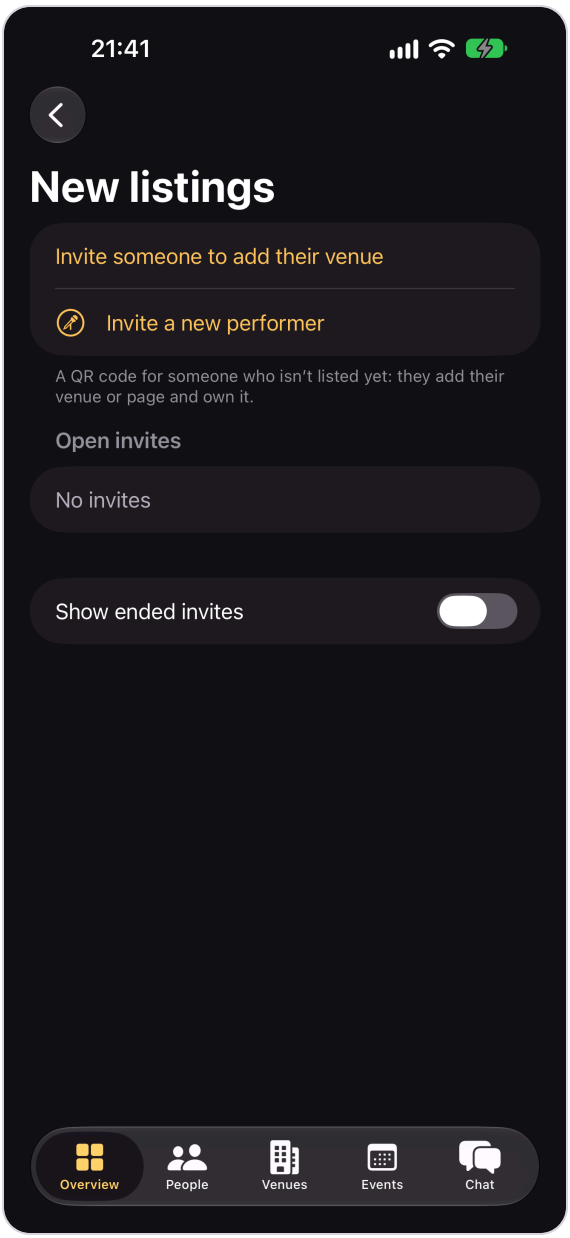


Revoked

ONBOARDING · STEP 7 OF 11

Bring in someone who isn't listed yet

"Invite someone new" makes a QR code for a venue owner or performer who isn't in the scene yet: they add their own listing in Velvet or Backstage, and the ownership request waits here for an administrator to approve or decline.

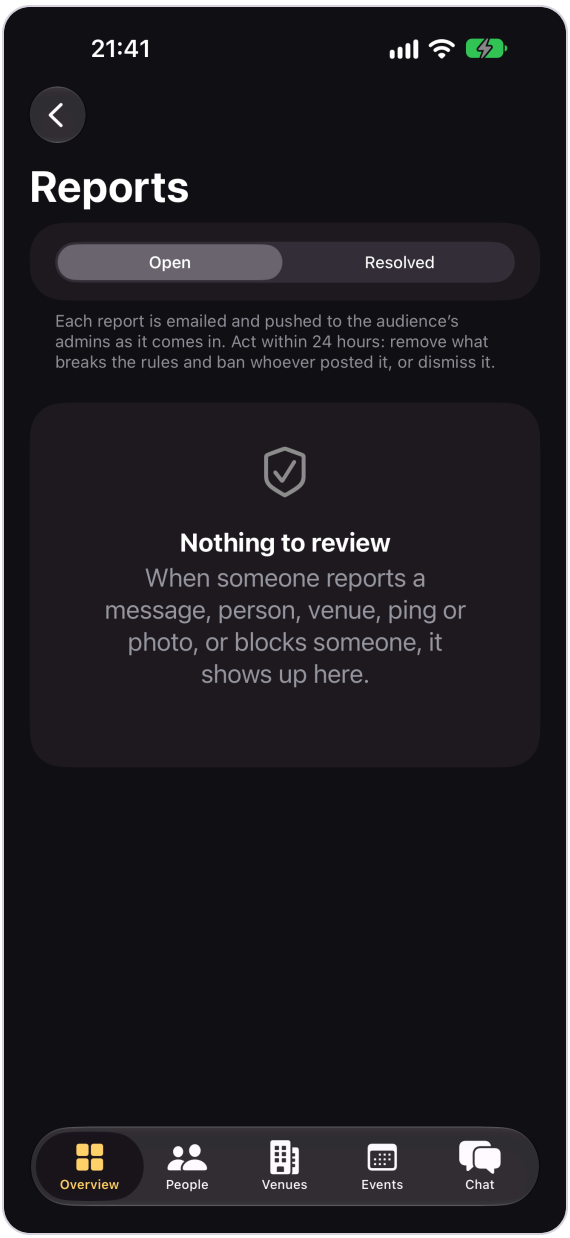


New listings

KEEPING IT SAFE · STEP 8 OF 11

What guests report

Every report a guest makes in Hot Mess (a message, photo or person, and whom they blocked) lands in Focus's Reports queue, and new reports are pushed to Focus. An administrator removes the content, bans the person responsible, or dismisses the report.

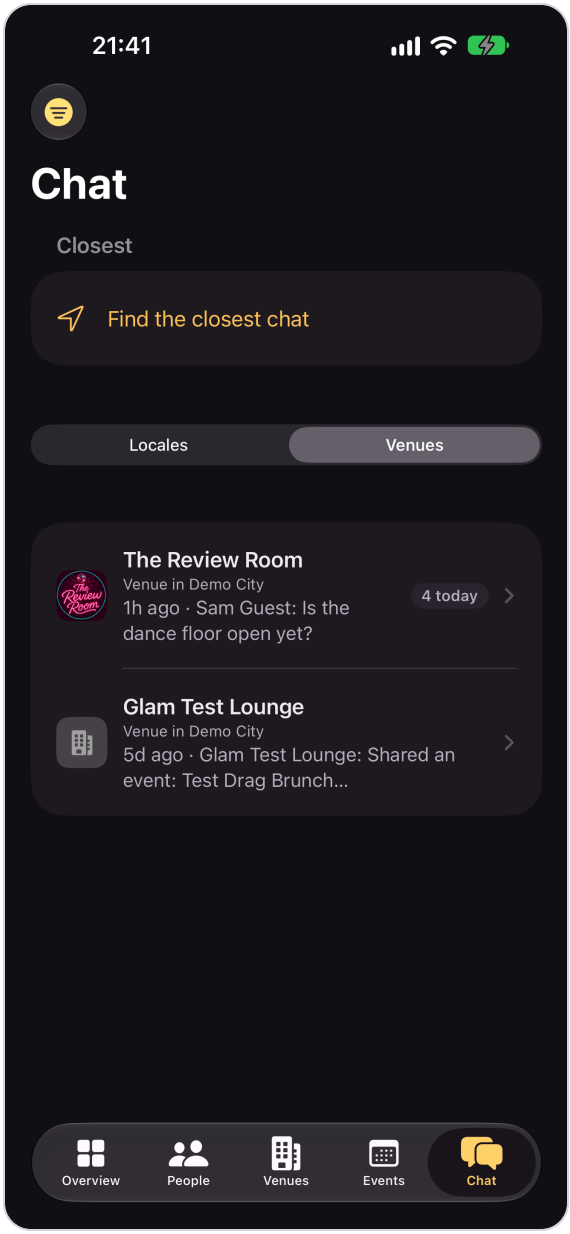


Reports

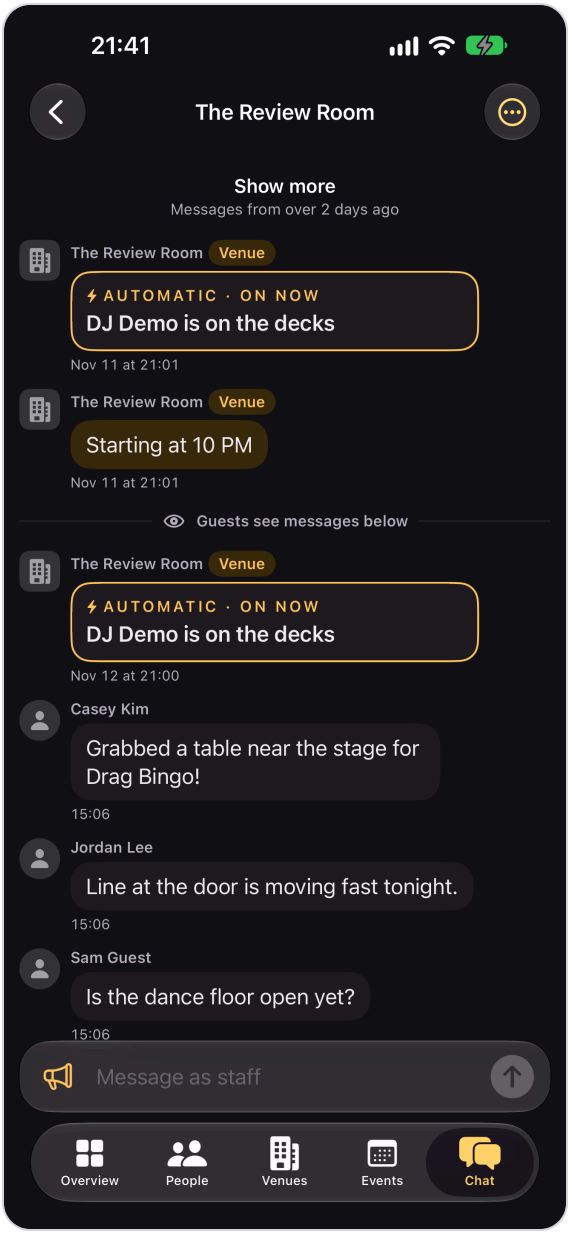
KEEPING IT SAFE · STEP 9 OF 11

Every room in the city

Chat lists every locale's and venue's public room, the most recently active first. A room shows its whole transcript live, with the pinned announcement under the title.



Chat

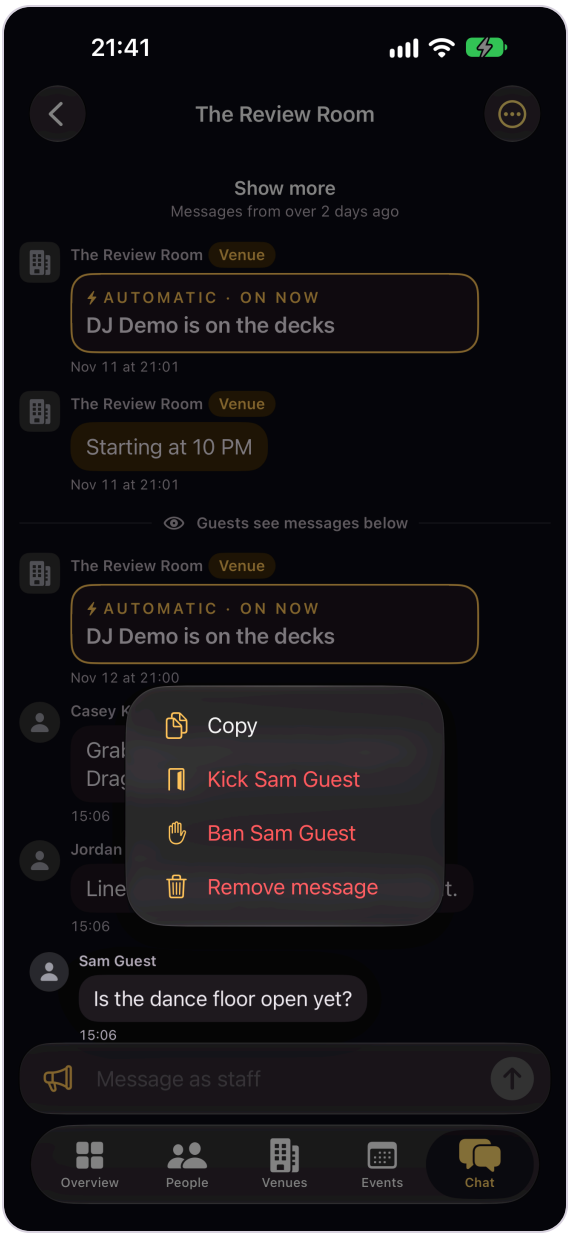


The Review Room's room

KEEPING IT SAFE · STEP 10 OF 11

Moderating a room

A message's long-press menu holds the moderation actions: remove it, or kick or ban the sender (with an optional reason). From the room's menu staff also post announcements, as staff or as the venue, and clear the room. Each destructive action asks first. Nothing was chosen in this screenshot.



A message's menu (dismissed)

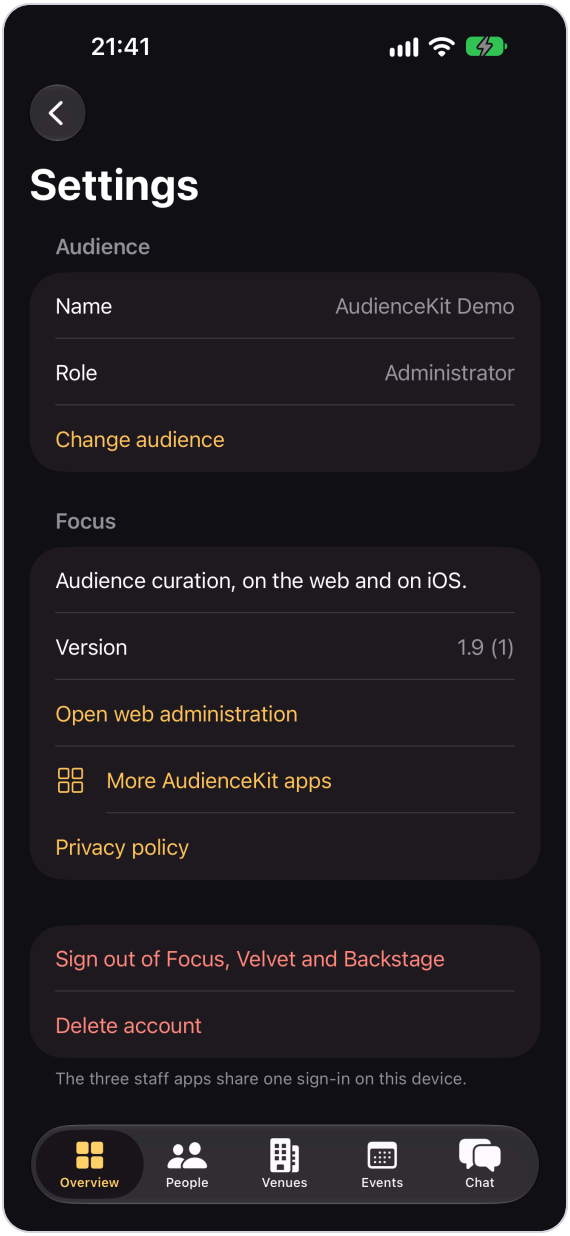
ACCESS · STEP 11 OF 11

Who can manage what

Administrators make members admins or editors of a person, venue or locale, so a venue's own staff manage it in Velvet and talent manage theirs in Backstage. Settings shows the audience and role, switches audience and signs out.



Locale admins



Settings