

Stova (Aventri) Integration Setup Guide

Stoav (Aventri) is an event management software and online registration platform. If you use Aventri to market your event and collect registration information from your delegates, you can now integrate your Aventri account to your CrowdComms platform.

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1. Access Requirements

1.1. To start the integration with Aventri, you will need access to:

- a. [Aventri account](#)
- b. [CrowdComms Content Management System \(CMS\) Dashboard](#)

2. Integrating Aventri into CrowdComms CMS Dashboard

- 2.1 First, you will need to log in to CrowdComms CMS Dashboard
- 2.2 Then select the Event App you wish to integrate with your Aventri registration platform
- 2.3 On the left-hand side menu, click on 'Plug Ins' and click on the 'Aventri' tile
- 2.4 Before you initiate the integration, please ensure that the status of your event in Aventri is 'Live'
- 2.5 You will then see the 'Account Details' tab with several fields for you to populate. These fields need to be populated with your Aventri account information

Retrieving Integration Information from Aventri

- Log in to your Aventri Account
- On the left-hand side of the screen, navigate on the hamburger menu, go to 'Settings' and click on 'Account Settings'
- You will then see several tabs, and several other sub-tabs, click on the 'Integration' tab and click on 'API'
- Record or copy the Account Key and paste it into the **API key field** in the CrowdComms CMS Dashboard
- Record or copy the Account ID and paste it into the **Account ID field** in the CrowdComms CMS Dashboard
- To locate your Event ID and the Endpoint Host, go to your event's list and click on one of your events.
- The Event ID can be found next to the event's name. Record or copy the Event ID and paste it into the **External Event ID field** in the CrowdComms CMS Dashboard
- The Endpoint host varies based on which server region your Aventri account is hosted in. One indication can be seen on your event's URL as shown in the example below.
- In the API Endpoint field, select from one of the dropdowns of either:
 - a. Asia Pacific (APAC)
 - b. North America (NA)
 - c. Europe, Middle East, Africa (EMEA)
- If the dropdown options are not applicable to you, use the Endpoint Override field to populate your relevant Endpoint hostname provided to you by Aventri.

The image is a composite of three screenshots from the Aventri and CrowdComms platforms, illustrating the integration process. Arrows connect specific fields across the different interfaces.

- Aventri Integration Page:** Shows the 'Integrations' tab with the 'API' sub-tab selected. Fields include:
 - API Key:** A text input field.
 - Enabled:** A checkbox.
 - External Event ID:** A text input field.
 - Account ID:** A text input field.
 - API Endpoint:** A dropdown menu with options: Asia Pacific (APAC), North America (NA), Europe, Middle East, Africa (EMEA), and API Endpoint Override.
 - Session Import Method:** A text input field.
- CrowdComms API Settings Page:** Shows the 'Integrations' tab with the 'API' sub-tab selected. Fields include:
 - Account ID:** 10394 (highlighted with a red box).
 - Account Key:** A text input field (highlighted with a red box).
 - API Event trigger:** A text input field.
- CrowdComms Events List:** Shows a table of events. The 'Safia Festival (#687599)' event is highlighted with a red box. The table columns are: Id, Event Name, City, Start Date, and # Reg. The event details show:
 - Event Name:** Safia Festival
 - City:** Addis Ababa
 - Start Date:** December 25, 2022, December 26, 2022
 - # Reg:** 1
- Event URL:** A text input field showing the URL: <https://na.eventscloud.com/safiafestival> (highlighted with a red box).

Note: To learn more about Aventri platform integration, please click [here](#) to access Aventri API documentation

2.6 Next, you will see a dropdown menu, which enables you to select how you would like to import your Aventri sessions to your CrowdComms Event App. The options are:

- a. **Managed Schedule** – Your Aventri session will be imported to your delegate’s tailored agenda. Please refer [here](#) to read more about Managed Schedule.
- b. **Personal Agenda** – Your Aventri session will be imported to your delegate’s favoured agenda. Please refer [here](#) to read more about Personal Agenda.

2.7 If you do not intend on setting up the Mapping of custom fields, you can select the Enabled checkbox now. Otherwise, leave this unchecked until you have finished configuration.

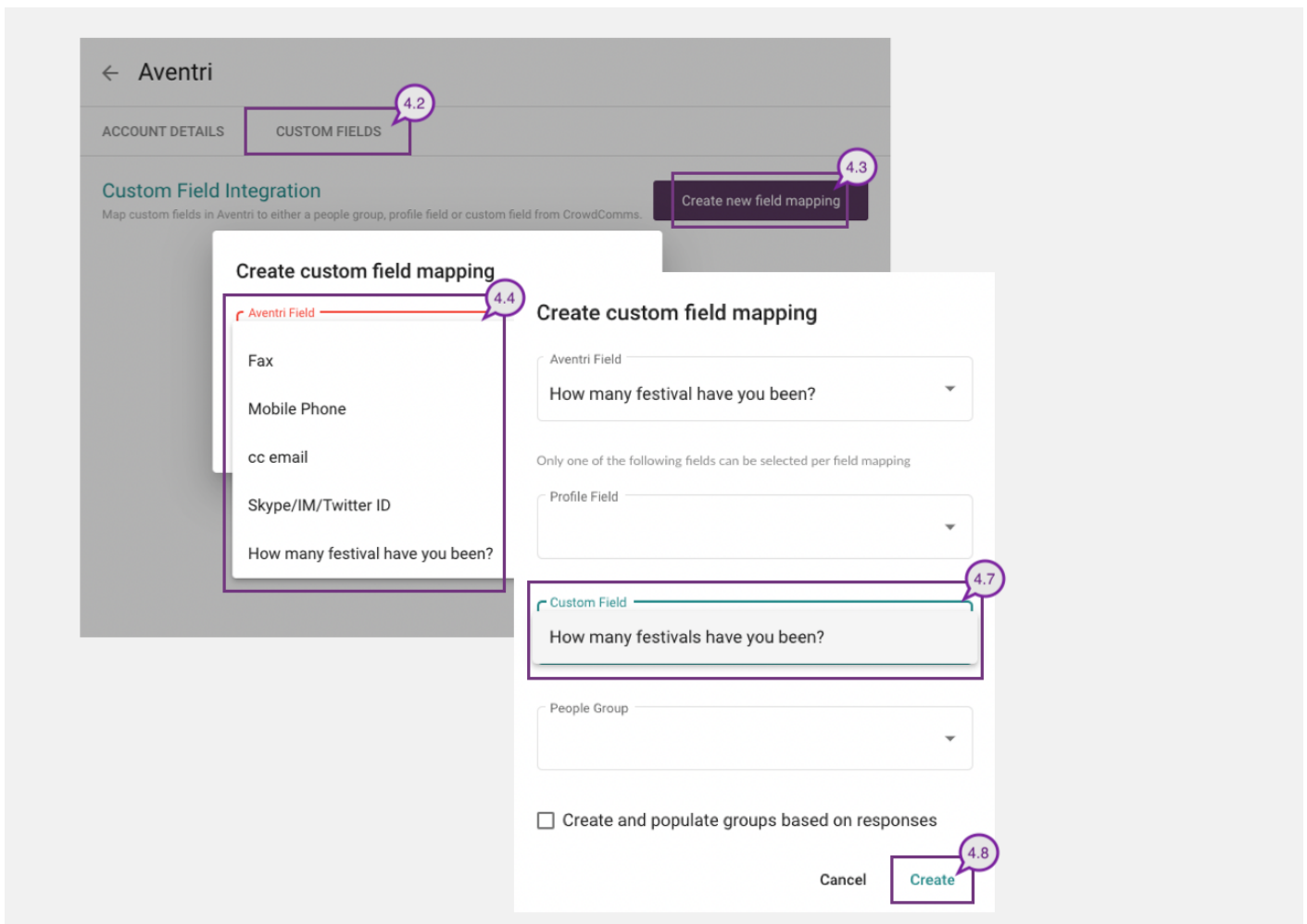
2.8 Once all relevant fields on the Dashboard are populated, click ‘Save’.

3. Automatic Mapping from Aventri to CrowdComms

- 3.1 Upon successful integration, essential event sessions and delegate information will be imported from Aventri to the CMS Dashboard.
- 3.2 The event sessions which will be imported are:
- a. Session name
 - b. Session time – *If no start and end times were set on the Aventri session, the event start, and end times will be applied by default*
- 3.3 The following delegate information will also map across by default:
- a. Delegate's first name
 - b. Delegate's last name
 - c. Delegate's email
 - d. Delegate's company
 - e. Delegate's job title

4. Mapping of Custom Fields from Aventri to CrowdComms

- 4.1 You can import other information from Aventri to CrowdComms, including additional delegate information or other custom fields which you have added to your Aventri account.
- 4.2 To do this, once you have created a successful integration, click on the 'Custom Fields' tab.
- 4.3 To map data from Aventri to your Dashboard, click 'Create new field mapping.'
- 4.4 The 'Aventri Field' dropdown will display additional data that has not already been mapped automatically, which you can manually map to the Dashboard. Some examples include:- Address, telephone, and other custom fields which you may have added in Aventri.
- 4.5 You can choose where you want to map the selected Aventri data by selecting from one of the types below:
- a. People Group
 - b. Custom Field
 - c. Profile Field
- 4.6 Please note that only Aventri's Categories can be mapped to the CrowdComms's People's Group
- 4.7 Based on the 'Type' field that you select, only the selected field will be available, and the other two will be unavailable.
- 4.8 Click 'Create' to add customer mapping and click 'Save' to retain your configuration.
- 4.9 Repeat steps 3 – 7 to map additional fields.
- 4.10 Navigate to the 'Account Details' tab, check the 'Enabled' checkbox and click 'Save' to begin syntonisation of data between Aventri and CrowdComms.



5. Setting up Webhooks to enable continuous synchronisation between Aventri and CrowdComms

- 5.1 The purpose of these steps is to allow continuous synchronisation of data from Aventri to CrowdComms after the initial integration set up. It includes new users who register after you've set up your integration and existing users who updates their information in Aventri.
- 5.2 To do this, log into your Aventri account
- 5.3 Go to the following URL, substituting in your Event ID: <https://na-admin.eventscLOUD.com/loggedin/eReg/integrations/index.php?eventid=<eventid>>
- 5.4 Copy your 'Account key'
- 5.5 Scroll down to the 'API Event trigger' section and ensure that:
 - a. 'Event Scenario' is set to 'Event Created/Modified'
 - b. 'Content type' is set to 'application/x-www-form-urlencoded' (**important**)
- 5.6 Check the box that says 'Sign Payload (Using JWT)'
- 5.7 In the new 'Secret Key' field that appears, paste the 'Account key' you copied earlier

- 5.8 Paste the following URL into the 'Specify URL' field:
<https://api.crowdcomms.com/cms/integrations/aventri/webhook/>
- 5.9 Click 'CREATE/UPDATE TRIGGER'
- 5.10 Copy your 'Account key' again
- 5.11 Click the menu on the top left, select 'Events', then 'View all events' and select the event you are integrating to your CrowdComms app
- 5.12 Click the pencil icon beneath the Event title, hover over the 'Adv. Settings' tab and select 'Integrations'
- 5.13 Ensure that:
- a. 'Attendee Scenario' is set to 'Registration / Modification'
 - b. 'Content type' is set to 'application/x-www-form-urlencoded' **(important)**
- 5.14 Check the box next to 'Sign Payload (Using JWT)'
- 5.15 In the new 'Secret Key' field that appears, paste the 'Account key' you copied in step 4
- 5.16 Paste the following URL into the 'Specify URL' field:
<https://api.crowdcomms.com/cms/integrations/aventri/webhook/>
- 5.17 Click 'CREATE/UPDATE TRIGGER'
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