

Functions module (setup)

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The Functions module is where you can set up and manage all your extra activities and social gatherings involving elements such as:

- [Table \(seating\) plans](#)
- [Tracking attendance](#)
- [Tickets \(including guest and group tickets\)](#)

Functions can be categorized into Function Groups for better reporting. You can also set up guest options or additional fee types for your different attendee preferences.

The Functions module includes:

- [Function Preferences](#)
- [Function Payment and Cancellation Policy](#)
- [Function Groups](#)
- [Setting Up Functions](#)
- [Advanced Function Details](#)
- [Location and AV Settings](#)
- [AV Run Sheet Tabs](#)
- [Table Plan](#)
- [Table Allocation Options](#)
- [Fee Types and Additional Settings](#)
- [Guest Name Management Options](#)
- [Optional Golf Program setup](#)

Additional Resources:

- [Setting up function inventories \(video\)](#)
 - [Setting up a simple agenda \(video\)](#)
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