

Your Christmas List User Documentation

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Overview

Overview

Welcome

Hopefully, the Your Christmas List web site is so easy to use, you won't need any help! But if you do, you're at the right place. If we are missing anything that would improve the help or help the site in general, please click [here](#) and let us know!

Features

Here are some of the features of the site:

Gift List

Add items you would like to receive for Christmas and get exactly what you want. Putting links in the description helps people determine what is it you are describing.

You can also arrange your gifts in the order of priority of what you want.

User Groups

You can belong to multiple groups. For example, you may belong to a group with your family and another group with your friends. Both your family and your friends will see the same list you posted, and if someone in your family purchased something, your friends know that do you won't get duplicate gifts.

Purchase Plans

Let everyone (except the recipient, of course) know what you plan on purchasing and what you have already bought. Keep the recipient from getting duplicates, and you can enter new ideas about what to get the recipient. If you know that a specific gift is already purchased, you can purchase an accessory without worrying about them not being able to use it.

Comments

Post anonymous comments about a gift that can be seen by the recipient as well as everyone in the group. This can be useful if you need to ask a question, but don't want them to know who is asking it. They can reply and everyone can see it.

Or, post a comment that cannot be seen by the recipient. If you need to get an answer from other gift givers or just let them know something, this is the way to do it.

Secret Santa

The system will assign a random set of givers and recipients without anyone knowing who has whom!

When all of the names have been entered for your group, a simple press of a button will assign Secret Santa names for everyone and send everyone an email to let them know who their Secret Santa Recipient is.

There is also an option to keep a person from getting specific people for their Secret Santa recipient. This helps if you don't want your spouse or child as your Secret Santa recipient.

Responsive

The site works on any device: desktop, tablet or mobile.

Family Tested

Our family has been using Your Xmas List for years! It really does help you get exactly what you want for Christmas and usually keeps you from getting duplicates. We say **usually** because it depends on everyone marking their gifts as **Planning to purchase** or **Purchased**, and others paying attention!

What's New

What's new in 2020?

The 2020 version of YourXmasList contains more updates than any previous year! This year, the way children are handled has changed dramatically. You are also able to add someone to your group that does not want to participate in a gift exchange, but just wants gift ideas and have the ability to participate in the comments and gift status. These major upgrades are described below.

1. New way of handling children

To help with our growing family, we had to come up with a way to deal with children on Secret Santa lists. This year, we have added 5 different types of users to go along with the user model we had in years past. The user types are:

1. Participant - a regular user that logs on to the system and adds gifts to their list
2. Nonparticipant - a user that can belong to a group, but doesn't have a list of their own.
3. Participating Parent - A participant that also has one or more children.
4. Nonparticipating Parent - A nonparticipant that also has one or more children.
5. Participating Child - A child that has an email address that can log on to the system and add gifts to their list. Their gifts must be approved by the parent assigned to them.
6. Nonparticipating Child - A child that does not log on to the system. Their parent must add gifts to their list.

Please see the document on [users](#) for further information about the roles of each different type of users.

2. More emailed information

Just like last year, when people in your group add new gifts to their lists, you will get a daily email to alert you.

If you are a parent of one or more children, you will receive email about their activity.

If your child is nonparticipating, you will receive all emails about comments and any *POKEs* they would normally receive.

If your child is participating, you will receive all emails that go to them as well.

3. Approval of child's gifts

The parent of a participating child has the responsibility to approve any gift the child adds to their list. Their gift will not appear on anyone else's screen until it is approved. This is to make sure the child is asking for appropriate gifts!

Getting Started

Ways to Get Started

There are two ways to start using Your Xmas List:

1. Have an administrator of a current group add you to the group.
2. Start your own group.

Add to an Existing Group

The first option is out of your control, so it will not be discussed here. You simply ask your friend/family that started the group or a group administrator to add you to their list!

Starting a New Group

If you would like to start a new group and be the manager of that group, click on [this link](#) to access this form. The form has instructions on how to fill it out.

You will be notified by email when your group is created and you can start adding people to it.

Users

Users Overview

Description

A User is anyone that can log in to the application **and** children that cannot log in, but have a Christmas List on the system.

The following are examples of Users:

- **Participant** - Someone that logs on to the system, belongs to one or more groups, and has a Christmas List for themselves. They are **not** a parent for any child. They can only see the groups they are a member of.
- **Participating Parent** - Someone that logs on to the system, belongs to one or more groups, has a Christmas List for themselves, and is a parent for one or more children. They can view the groups they are in **and** the group(s) their child(ren) are members of.
- **Nonparticipating Child** - Someone that cannot log on to the system, but belongs to one or more groups, and has a Christmas List for themselves. *(They are usually children with no email)* This user must have at least one parent that **can** log on.
- **Participating Child** - Someone that logs on to the system, belongs to one or more groups, has a Christmas List for themselves, but requires at least one parent because they are a minor. Items on their wish list will not be displayed to others until one of their parents approves them.
- **Nonparticipating Parent** - Someone that logs on to the system, does not belong to any groups themselves, but is a parent for one or more children. They do not have a Christmas List. They can only view the groups of the child(ren) that they are a parent for. This is a nonparticipant with children.
- **Nonparticipant** - Someone that logs on to the system, belongs to one or more groups, but does not have a Christmas List for themselves, nor are they a parent for anyone. This is a nonparticipant with no children.

User Capabilities

The different types of users have different capabilities. The following table indicates the capabilities

Capability	Participant	Participating Parent	Nonparticipating Child	Participating Child	Nonparticipating Parent	Nonparticipant

Add gifts to their own list	X	X		X		
Add gifts to their child's list that will not be marked as suggestion		X			X	
Must have gifts approved				X		
See child's gifts that have not been approved		X		X	X	
See only their child's gift that have not been approved		X			X	
Can have a parent			X	X		
Can only have one proxy			X	X		
Approve their child's gifts		X			X	
View gifts for users in their group(s)	X	X		X		X
View gifts for users in their child's group(s)		X			X	
See status of gifts not theirs	X	X			X	X
See suggestions for others in their group(s)	X	X			X	X
Add suggestions to users in their groups that they are a participant	X	X				

Add suggestions to users in their groups that they are a nonparticipant						
Add comments to any gift they can see	X	X			X	X
Add comments to their own gift	X	X		X		
Change the status on any gift they can see	X	X			X	X
Subscribe to a group they are a member of	X	X				X
Subscribe to a group their child is a member of		X			X	
Receive emails regarding any comment on their own gift that is flagged	X	X		X		
Receive emails regarding any comment on their child's gift		X			X	
Receive emails regarding any comment on others gifts that they have commented on	X	X			X	
Own a group	X	X			X	
Be admin of a group	X	X			X	

Be a group participant	X	X				
Be a group child			X	X		
Be a group nonparticipant	X	X				X

Participant

A **Participant** is someone that logs on to the system, belongs to one or more groups, and has a Christmas List for themselves.

We'll label this user a **PARTICIPANT** user. The system was set up with only participant users at the beginning. All functions are defined for a participant user. This user can be converted to a [PARTICIPATING PARENT](#) user.

A participant can be a **PARTICIPANT** in one or more groups, and a **NON-PARTICIPANT** in one or more groups. **But** a **PARTICIPANT** must be a **PARTICIPANT** in at least one group, or they will be considered a [NON-PARTICIPANT](#)

What they can do

- Add gifts to their own list
- View gifts for users in their group(s)
- Add suggestions to users in their group(s)
- Add comments to any gift they can see
- Change the status on any gift they can see
- Subscribe to a group they are a member of to receive email about new gifts added by someone in their group
- Receive emails regarding any comment on their own gift that is flagged that they can see
- Receive emails regarding any comment on others gifts that they have commented on

Participating Parent

A **Participating Parent** is someone that logs on to the system, belongs to one or more groups, has a Christmas List for themselves, and is a parent for one or more children. They can view the groups they are in **and** the group(s) their child(ren) are members of.

We'll refer to this as a **PARTICIPATING PARENT** user.

A [PARTICIPANT](#) that has a [NONPARTICIPATING CHILD](#) or [PARTICIPATING CHILD](#) added to them becomes a **PARTICIPATING PARENT**.

A [NONPARTICIPATING PARENT](#) that is added to a group as a [PARTICIPANT](#) will become a **PARTICIPATING PARENT**.

What they can do

- Add gifts to their own list
- View gifts for users in their own group(s) and any of their **CHILD** group(s)
- Add suggestions to users in their group(s) and/or users in their **CHILD** group(s)
- Add comments to any gift they can see
- Change the status on any gift they can see
- Add gift to their **CHILD** list that will not be marked as a *Suggestion*
- Subscribe to a group they or their child is a member of to receive email about new gifts added by someone in their group
- Receive emails regarding any comment on their own gift that is flagged that they can see
- Receive emails regarding any comment on any of their child's gifts
- Receive emails regarding any comment on others gifts that they have commented on

Users

Nonparticipating Child

A **Nonparticipating Child** is someone that cannot log on to the system, but belongs to one or more groups, and has a Christmas List for themselves. *(They are usually children with no email)*. This user must have a parent that **can** log on.

We'll call this a **NONPARTICIPATING CHILD** user.

What they can do

Since this user cannot log on to the system, they cannot do anything.

Participating Child

A **Participating Child** is someone that logs on to the system, belongs to one or more groups, has a Christmas List for themselves, but requires a parent because they are a minor. Items on their wish list will not be displayed until their parent approves them.

We'll call this a **PARTICIPATING CHILD** user.

What they can do

- Add gifts to their own list. Their gifts must be approved by their parent.
- View gifts for users in their groups, but not the status (they might not be able to keep a secret)
- Cannot add suggestions
- Cannot add comments
- Can comment on their own gifts (to answer questions or add information)
- Cannot change the status on any gift
- Cannot subscribe to a group
- Receive emails regarding any comment on their own gift that is flagged that they can see

Nonparticipating Parent

A **Nonparticipating Parent** is someone that logs on to the system, may or may not belong to any groups themselves, and is a parent for one or more children. They do not have a Christmas List. They can view their group(s), if they are members of any, and the groups of the child(ren) that they are a parent for. This is a nonparticipant with children.

We'll call this a **NONPARTICIPATING PARENT** user.

If this user is added to any group as a participant, they will be converted to a [PARTICIPATING PARENT](#).

What they can do

- Cannot add suggestions
- Add comments to any gift they can see
- Change the status on any gift they can see
- Add gift to their **CHILDs** list that will not be marked as a *Suggestion*
- Subscribe to a group they or their child is a member of to receive email about new gifts added by someone in that group
- Receive emails regarding any comment on their **CHILDs** gift that is flagged that they can see
- Receive emails regarding any comment on any of their **CHILDs** gifts
- Receive emails regarding any comment on others gifts that they have commented on

Nonparticipant

A **Nonparticipant** is someone that logs on to the system, belongs to one or more groups, but does not have a Christmas List for themselves, nor are they a parent for a child. This is a nonparticipant with no children.

We'll call this user a **NONPARTICIPANT** user.

If this user has a [NONPARTICIPATING CHILD](#) or [PARTICIPATING CHILD](#) added to them, they will be converted to a [NONPARTICIPATING PARENT](#) user.

This user can leave comments and change the status on gifts in the groups they belong to.

If a **NONPARTICIPANT** is added as a [GROUP PARTICIPANT](#) in one group, they are converted to a [PARTICIPANT](#).

What they can do

- Cannot add suggestions
- View gifts for users in their group(s)
- Add comments to any gift they can see
- Change the status on any gift they can see
- Subscribe to a group they are a member of to receive email about new gifts added by someone in that group
- Receive emails regarding any comment on others gifts that they have commented on