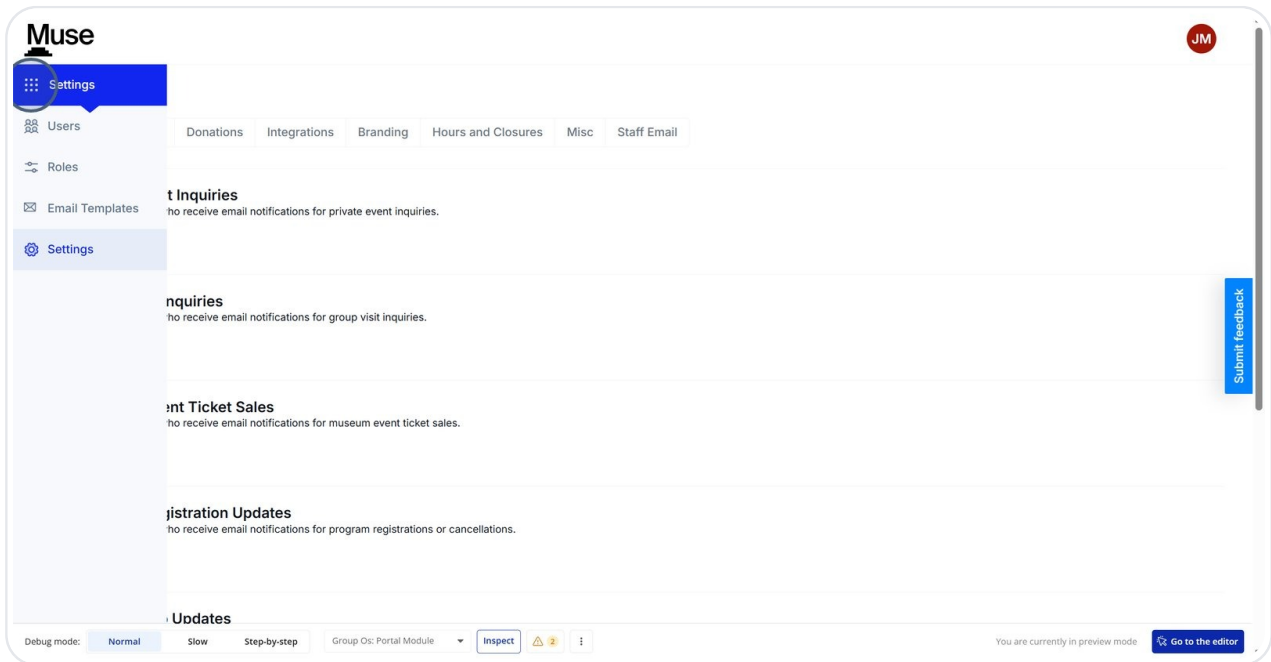


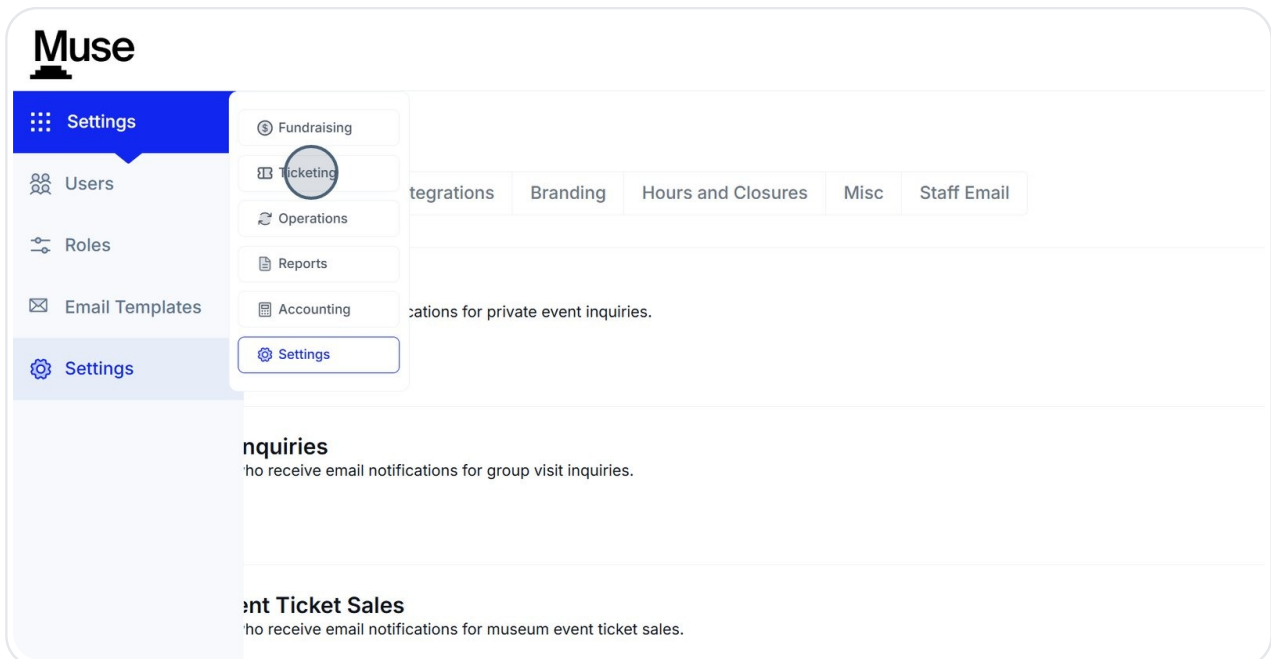


Create a Package

1. Start by opening Settings from the blue North Star icon.



2. Select "Ticketing"



3. Head to "Events"

The screenshot shows the Muse Ticketing Dashboard. On the left sidebar, the 'Events' menu item is circled. The main content area displays a dashboard with three large cards: 'Revenue' (showing 00), 'Tickets sold' (showing 0), and 'Events reached capacity' (showing 0). Below these cards is a table with the following data:

	Date and Time	Venue	Capacity	Sold	% of Spots Sold	Status
	Aug 22, 2026 at 7:00pm	Main Exhibition Hall	300	22	7%	Upcoming

The interface includes a top navigation bar with 'Ticketing' and 'Dashboard' tabs, and a bottom debug bar with 'Normal', 'Slow', and 'Step-by-step' modes. A 'Submit feedback' button is located on the right side.

4. Choose the Packages tab to view or manage bundled ticket offerings.

The screenshot shows the Muse Events page. The 'Packages' tab is circled in the top navigation bar. The main content area displays a table with the following data:

Name	Description	Category	Date and Time	Tickets Sold	Status
Annual Gala	Come join us to recognize the great work of our team and the contributions from our patrons, members, and donors!	Annual Gala	Aug 22, 2026 7:00pm - 7:00pm	22/300	Upcoming

The interface includes a top navigation bar with 'Events', 'Exhibitions', 'Packages', 'Experiences', and 'Programs' tabs. A bottom debug bar shows 'Normal', 'Slow', and 'Step-by-step' modes. A 'Submit feedback' button is located on the right side.

5. Click the blue "Add" button to start building a new custom ticket package.

The screenshot shows a web interface for managing ticket packages. At the top right, there is a user profile icon with the initials 'JM'. Below it, there are tabs for 'Experiences' and 'Programs'. A blue 'Add' button is circled in the top right corner. Below the tabs is a table with the following data:

	Description	Status	
	Buy the full season	Draft	⋮
	Enjoy standard Admission to The Muse Collective Museum as well as a Guided Tour with one of our trained Docents	Active	⋮
	Visit the museum and enjoy an IMAX experience.	Draft	⋮
	Enjoy our standard General Admission as well as a choice of 1 of our 2 Experience Options: Either a Guided Tour, or a viewing of The History of The Muse Collective short film	Active	⋮
	Spend the day with us! Enjoy Story Hour in the morning and then stay the afternoon with admission to all the spaces inside the museum! Your ticket includes: Story Hour Event, General Admission All Day, and a copy of the featured book of the week!	Draft	⋮
	Reserve tickets for a timed admission session. Timed sessions help us manage capacity and create a comfortable play experience for all visitors.	Draft	⋮
	Get GA + 1 Zoo Experience	Active	⋮

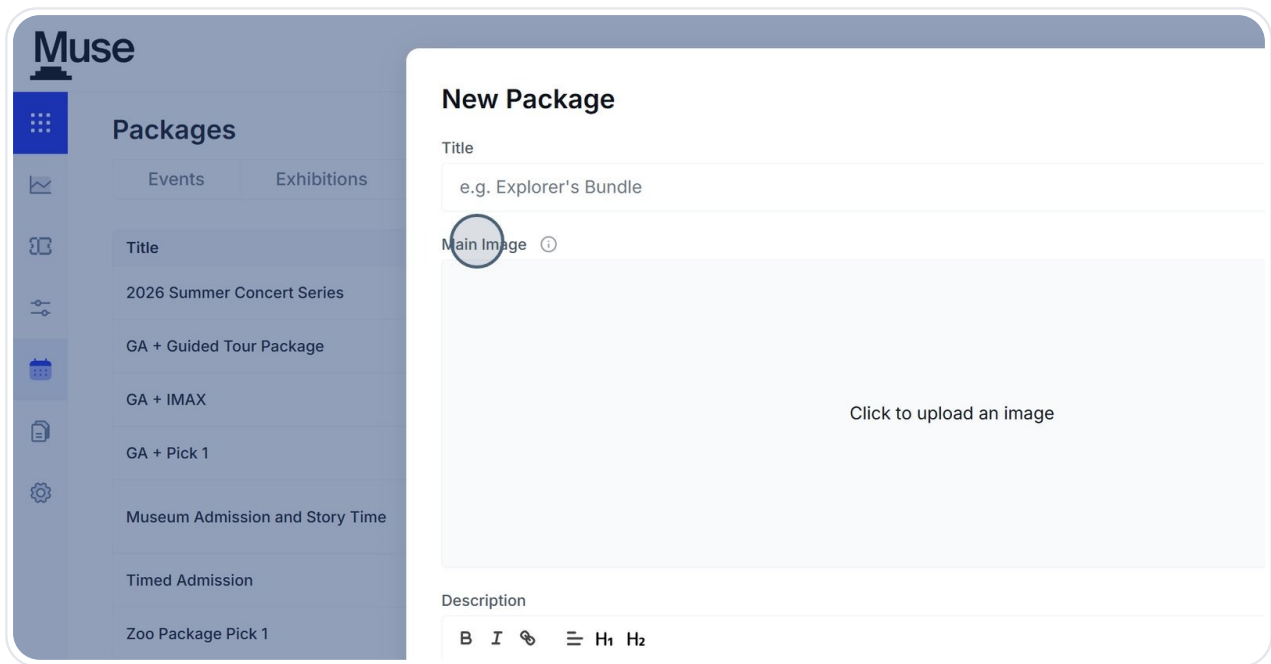
On the right side of the table, there is a vertical blue button labeled 'Submit feedback'.

6. Enter a catchy title to make your package stand out. This will show on your e-Commerce page.

The screenshot shows the 'New Package' form in the Muse system. The left sidebar has the 'Muse' logo and a 'Packages' section with a list of existing packages: '2026 Summer Concert Series', 'GA + Guided Tour Package', 'GA + IMAX', 'GA + Pick 1', 'Museum Admission and Story Time', 'Timed Admission', and 'Zoo Package Pick 1'. The main form area has the following fields:

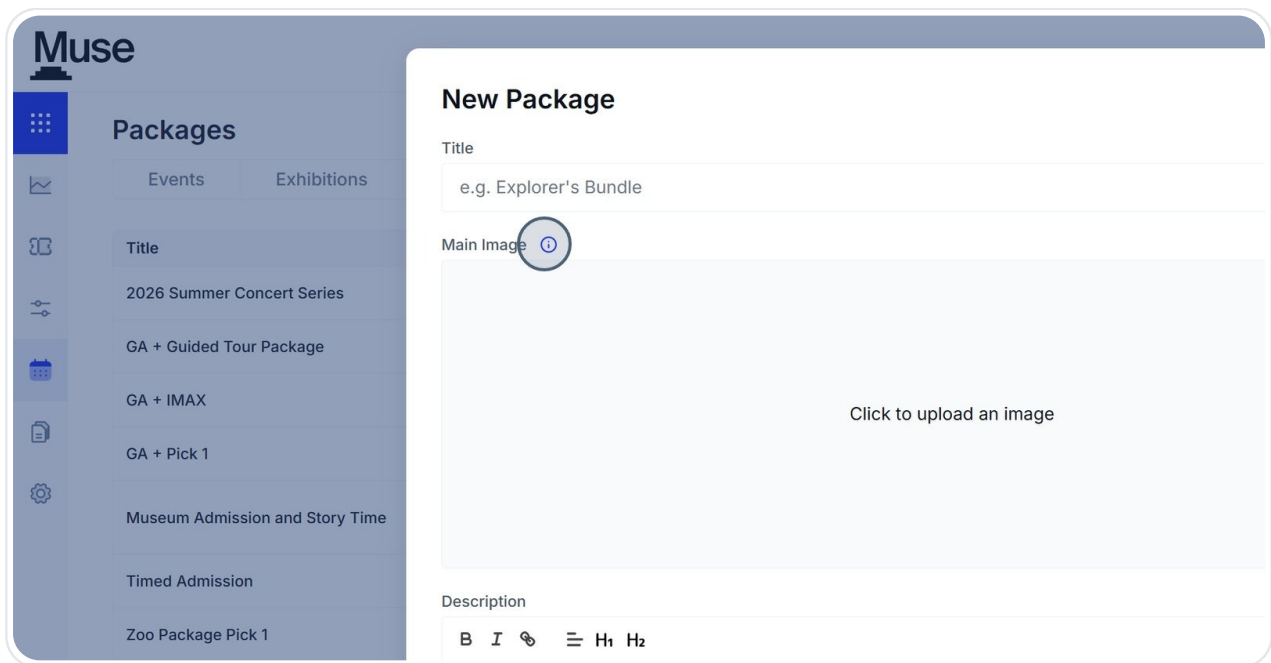
- Title:** A text input field with a placeholder 'e.g. Explorer's Bundle'. The 'Title' label is circled.
- Main Image:** A large image upload area with a placeholder text 'Click to upload an image'.
- Description:** A text input field with a rich text editor toolbar below it containing icons for Bold (B), Italic (I), Link, and a list of heading options (H1, H2).

7. Upload a main image to help visually promote your package. This will appear on your e-Commerce site when selling these tickets.



The screenshot shows the 'Muse' interface with a sidebar menu and a 'New Package' form. The sidebar has a 'Muse' logo and a 'Packages' section with a list of package types: Events, Exhibitions, Title, 2026 Summer Concert Series, GA + Guided Tour Package, GA + IMAX, GA + Pick 1, Museum Admission and Story Time, Timed Admission, and Zoo Package Pick 1. The 'New Package' form has a 'Title' field with the placeholder 'e.g. Explorer's Bundle'. Below the title is the 'Main Image' label, which is circled in blue, followed by an information icon (a circle with an 'i'). The image upload area is a large light gray box with the text 'Click to upload an image'. Below the image area is a 'Description' field with a rich text editor toolbar containing icons for bold (B), italic (I), link (chain), list (three horizontal lines), and heading (H1, H2).

8. Hover over this info icon for tips on choosing the ideal package image. The recommended image size is 2000px by 600px.



This screenshot is identical to the one above, showing the 'Muse' interface and the 'New Package' form. In this version, the information icon (a circle with an 'i') next to the 'Main Image' label is circled in blue, indicating where the user should hover for tips.

9. Format your description creatively to captivate your audience. This is external-facing and will appear on the e-commerce site.

The screenshot shows the 'Muse' interface for managing packages. On the left, a sidebar contains a 'Muse' logo and a 'Packages' section with tabs for 'Events' and 'Exhibitions'. Below these are several package options: '2026 Summer Concert Series', 'GA + Guided Tour Package', 'GA + IMAX', 'GA + Pick 1', 'Museum Admission and Story Time', 'Timed Admission', and 'Zoo Package Pick 1'. The main content area on the right is titled 'Click to upload an image' at the top. Below this is a 'Description' field with a rich text editor toolbar (bold, italic, link, list, H1, H2) and a circular cursor. The 'Status' field is set to 'Draft'. At the bottom, there is a section titled 'Includes All Of' with a 'Ticket Type' dropdown menu.

10. Set the package status to control when customers can see or buy it. Once Active, it will be available on the e-Commerce page for sale.

This screenshot shows the same 'Muse' interface as the previous one, but with the status dropdown menu open. The dropdown menu is positioned over the 'Status' field and shows two options: 'Draft' (highlighted in blue) and 'Active'. The rest of the interface, including the sidebar and the main content area, remains the same.

11. Pick a ticket type to include in your package for added flexibility. The item you select in this drop down will always be static in the Package, such as General Admission.

The screenshot shows a package creation interface. On the left is a sidebar with a list of package options: "2026 Summer Concert Series", "GA + Guided Tour Package", "GA + IMAX", "GA + Pick 1", "Museum Admission and Story Time", "Timed Admission", and "Zoo Package Pick 1". The main area on the right has a "Title" field, a "Status" dropdown set to "Draft", and two sections for including ticket types. The first section, "Includes All Of", contains a "Ticket Type" dropdown menu with the text "Select a (Ticket) Type...". The second section, "Please add any optional Ticket Types", has a "Number to Choose" input field with "e.g. 1" and another "Ticket Type" dropdown menu with the text "Select a Ticket Type...". A red circle highlights the word "Ticket" in the first dropdown menu.

12. Next, specify how many optional ticket types your package can include. You can set the number of items the Patron can choose in the "Number to Choose" box.

This screenshot shows the same package creation interface as the previous one, but with more content visible. The "Includes All Of" section now shows a "Ticket Type" dropdown menu with the text "General Admission - Adult, Child (Under 13), Senior (65+), Student" and "Select a Ticket Type...". The "Please add any optional Ticket Types" section has a "Number to Choose" input field with "e.g. 1" and a red circle highlighting the number "1". Below this section is another "Ticket Type" dropdown menu with the text "Select a Ticket Type...". At the bottom right of the main area is a "Cancel" button. At the bottom of the interface is a footer bar with "node:" followed by "Normal", "Slow", and "Step-by-step" buttons. To the right of these are "Group Number to Choose" and "Inspect" buttons, followed by a warning icon with the number "2" and a menu icon.

13. Add an extra ticket type to increase the appeal of your package.

GA + Guided Tour Package

GA + IMAX

GA + Pick 1

Museum Admission and Story Time

Timed Admission

Zoo Package Pick 1

Includes All Of

Ticket Type

General Admission - Adult, Child (Under 13), Senior (65+), Student

Select a Ticket Type...

Includes 2 Of

Number to Choose:

Ticket Type

Select a Ticket Type...

Cancel

g mode:

Normal

Slow

Step-by-step

Popup Add/edit Package

Inspect

⚠️ 2

⋮

14. Click the checkmark to confirm your ticket type selections.

Adult, Child (Under 13), Senior (65+), Student

⋮

de...

⌵

✓

2

⋮ - Group Check-In - Field Trip - Chaperone, Field Trip - Teacher, Field Trip - Student, Field

✓

Cancel

Create

⌵

Inspect

⚠️ 2

⋮

You are currently in preview mode

Go to the editor

Active

⋮

Draft

⋮

Options: Either a

Active

⋮

on with admission to

Draft

⋮

Admission All Day,

Draft

⋮

Capacity and create a

Draft

⋮

Active

⋮

Submit feedback

15. Include another ticket type to offer even more variety.

GA + Guided Tour Package

GA + IMAX

GA + Pick 1

Museum Admission and Story Time

Timed Admission

Zoo Package Pick 1

Includes All Of

Ticket Type

General Admission - Adult, Child (Under 13), Senior (65+), Student

Select a Ticket Type...

Includes 2 Of

Number to Choose:

Ticket Type

Exhibition & Others - Group Check-In - Field Trip - Chaperone, Field Trip - Teacher, Field Trip - Student, Field Student Child

Select a Ticket Type...

Debug mode:

Normal

Slow

Step-by-step

Group Ticket Type Name Details

Inspect

2

16. Confirm to add special experiences for a truly memorable package.

Adult, Child (Under 13), Senior (65+), Student

...

2

Group Check-In - Field Trip - Chaperone, Field Trip - Teacher, Field Trip - Student, Field Trip - Non-

Turtles Experience - Adult, Child (Under 13), Senior (65+)

Inspect

2

Options: Either a

on with admission to

Admission All Day,

capacity and create a

Active

Draft

Active

Draft

Draft

Active

Submit feedback

You are currently in preview mode

Go to the editor

View online

17. Once you've completed your configurations, click "Create."

Adult, Child (Under 13), Senior (65+), Student

De...

2

Group Check-In - Field Trip - Chaperone, Field Trip - Teacher, Field Trip - Student, Field Trip - Non-

rtles Experience - Adult, Child (Under 13), Senior (65+)

De...

Cancel

Create

Inspect

2

You are currently in preview mode

Go to the editor

Active

Draft

Active

Draft

Draft

Active

Submit feedback