

# Conference Management System

*Create your conference, manage it and make it happen!*

*User manual by XOR EAX EAX*

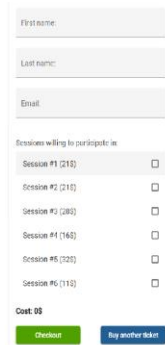
CMS is an application which helps a team to create, manage and sell tickets for a conference they want present. Here is everything you need to know to use the application properly!

First off, there is the home page. It presents you with three buttons, let's take them one by one:



1) There is the “Buy Tickets” button, which allows you to buy one or more tickets in order to take part into the conference the admins have already started. You do not have to have an account in order to make this step.

Here is the Buy Tickets page:



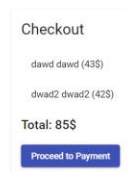
Registration form with fields for First name, Last name, and Email. Below these is a section titled "Sessions willing to participate in:" containing a list of sessions with checkboxes. The sessions are: Session #1 (215), Session #2 (215), Session #3 (282), Session #4 (164), Session #5 (222), and Session #6 (113). At the bottom, it says "Cost: 0\$". There are two buttons: "Checkout" (green) and "Buy another ticket" (blue).

Sessions willing to participate in:	
Session #1 (215)	<input type="checkbox"/>
Session #2 (215)	<input type="checkbox"/>
Session #3 (282)	<input type="checkbox"/>
Session #4 (164)	<input type="checkbox"/>
Session #5 (222)	<input type="checkbox"/>
Session #6 (113)	<input type="checkbox"/>

Cost: 0\$

[Checkout](#) [Buy another ticket](#)

You will need to insert some credentials and choose which session you wish to participate in. You have the option of buying another ticket, or , buying the tickets you've already signed up for. After clicking checkout, you will be presented with this page:



Checkout summary box showing two items: "david david (43\$)" and "dwad2 dwad2 (42\$)". The total is "Total: 85\$". There is a "Proceed to Payment" button.

Checkout

david david (43\$)

dwad2 dwad2 (42\$)


Total: 85\$

[Proceed to Payment](#)

Here you can see all your tickets you wish to buy. Click proceed payment to buy them. You will be presented with this page:

[←](#)**Buy tickets**

Pay safe. Total: 85\$



Card number:

Name on card:

Expiring date

CCV

Pay

Here you need to enter your card's information in order to finish the payment. No, we do not steal your data. An email will be sent to you to finish the order.

2)There is the “Register” button, which allows you to register to the site as an “Author”, which gives you access to the right of participating in a conference. This means you can submit papers from your author account, and take part into the paper competition. If you want to be a higher member of the comitee, which means being a part of the reviewers of even create your own conferences, you need to be invited by an already registered Chair.

The register page looks like this:

Username:

Email:

Password:

Website:

Affiliation:

First name:

Last name:

Phone number:

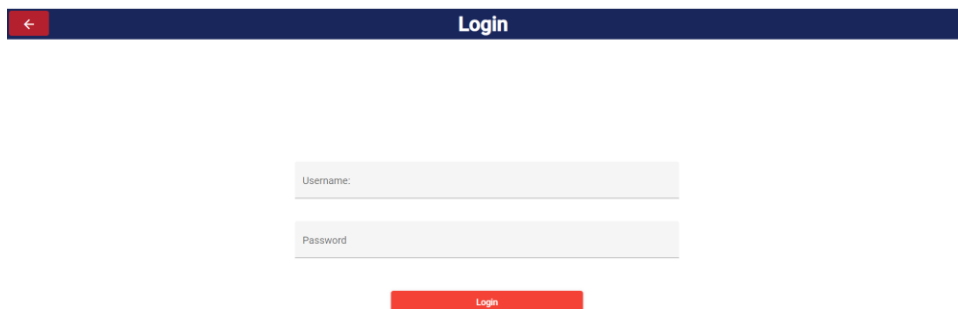
Academic rank:

Submit Author Registration

You need to enter some basic credentials in order to register to the page

3) There is the “Login” button, which you can use in order to login to the site. This will take into account everything, this means, for example, if you login with an author account, it will recognise you are an author and send you to the correct homepage. If you are a Chair, it will give you access to the Chair homepage, and so on.

The Login page looks like this:



The screenshot shows a login interface. At the top is a dark blue header bar with a red back arrow icon on the left and the word "Login" in white text on the right. Below the header, there are two light gray input fields. The first field is labeled "Username:" and the second field is labeled "Password". Below these fields is a red button with the word "Login" in white text.

From now on, we will be focused on each type of registered member, one by one.

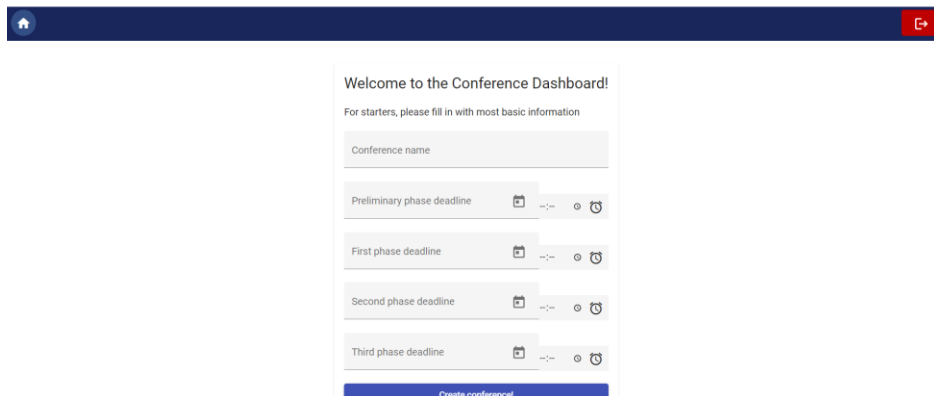
We start with Chair. Once you’ve logged in with a Chair account, you will be presented with this page:



This has a logout button in the top right corner. From here you have some options:

- 1) Create a conference , which sends you to a page where you can create a conference, all you need to do is fill the necessary information.
- 2) Manage PCs which sends you to a page where you can view all the PC members. It also allows you to upgrade a PC member to a Chair member
- 3) Conference structure which sends you to a page where you can change the deadlines of every phase and in general reorganise the conference
- 4) Review PC which sends you to a page where you can assign the reviewers for each submitted paper
- 5) All Reviews – Where you can see all the reviews and resolve conflicts

Here is the Create conference page:



The screenshot shows a web interface for creating a conference. At the top, there is a dark blue navigation bar with a home icon on the left and a red logout button on the right. Below the navigation bar, the main content area has a light gray background. It starts with the heading 'Welcome to the Conference Dashboard!' followed by the instruction 'For starters, please fill in with most basic information'. The form contains the following fields:

- Conference name:** A text input field.
- Preliminary phase deadline:** A date selection field with a calendar icon, a range selector (two arrows), and a clock icon.
- First phase deadline:** A date selection field with a calendar icon, a range selector, and a clock icon.
- Second phase deadline:** A date selection field with a calendar icon, a range selector, and a clock icon.
- Third phase deadline:** A date selection field with a calendar icon, a range selector, and a clock icon.

At the bottom of the form is a blue button labeled 'Create conference!'.

Here you need to provide a name for the conference, and set all the deadlines.

Here is the Manage Pcs page:

Welcome to the Program Committee manager!

Here you can invite a new PC by entering his/hers email:

invite

Ex. pat@example.com

invite

Email is **required**

Here is a list of the Program Committee:

(Click on name for more details)

Alex Popescu (MyOrganisation)



Andrew Phillips (ThisOrganisation)

Daniel Ionescu (MyOrganisation)

Here you can invite a new Pc Member by entering his/her email. An email will be sent automatically to the link you've entered and it will redirect him/her to the pc register homepage.

Also, you can see the list of all the Pc's. You can click on them and promote them to chair status.

Here is the promoting page:



ALEX POPESCU

Professor at MyOrganisation

First name: Alex

Last name: Popescu

Email: alex\_popescu@gmail.com

Affiliation: MyOrganisation

Academic Rank: Professor

Website: somewebsite.net

Phone number: 2846310342

Give Chair credentials

Back

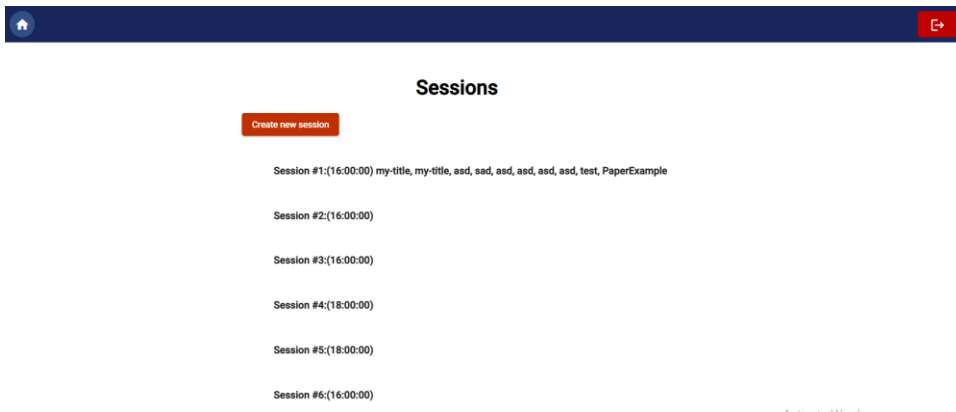
After you've clicked on a pc, you will be presented that pc's information, and you can give him/her Chair credentials.

Here is the Review Pc page:



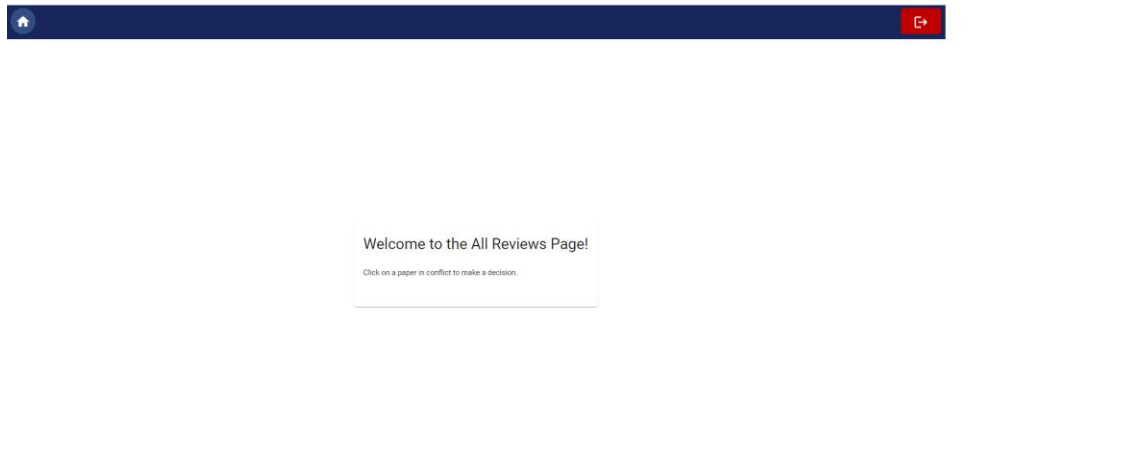
Here you can see the list of all papers that have been submitted. After clicking on one, the pc's That have bid for that paper will be shown. Your job is to assign the pc's you want to review the said paper.

Here is the conference Structure page:



Here you can see the way your conference will be structured, with the papers that will be presented during each session. You can create a new session by clicking the Create new session button.

Here is the All reviews page:



Here you will be able to see the list of all reviews for the papers, and you can resolve conflicts if there are any.

Next, we have the PC Page:



You will be presented with five buttons:

- 1) Bid papers which sends you to a page where you can select which papers you wish to review in the next phase
- 2) My papers which sends you to a page where you can see your submitted papers and lets you change them
- 3) A logout button
- 4) Upload a new paper which lets you upload a paper for the conference
- 5) Review papers which lets you review the papers you've bid.



Here is the upload papers page:



Welcome to the paper upload dialog!

Please fill in some basic information about your paper.

Paper title

Keywords

Please upload an abstract (pdf or doc) of your paper (the desirable length is 500 words).

Upload

Done

It is the same as the upload paper for the author.

Here is the My papers page:



Here are your papers

You can edit them by clicking on their name.

Click on name for more details.

dawd

It is the same as the author page.

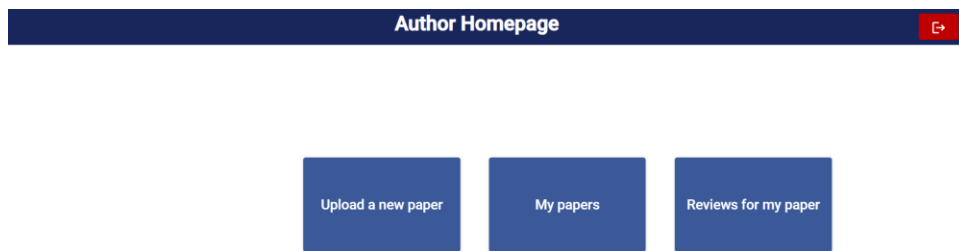
Here is the bidding page:



Here you can see all the papers and download them. Also, you need to click on either Accept or Reject for each paper in question.

And this concludes the Pc Page.

Now, we have Author Page:



You will be presented with 4 buttons:

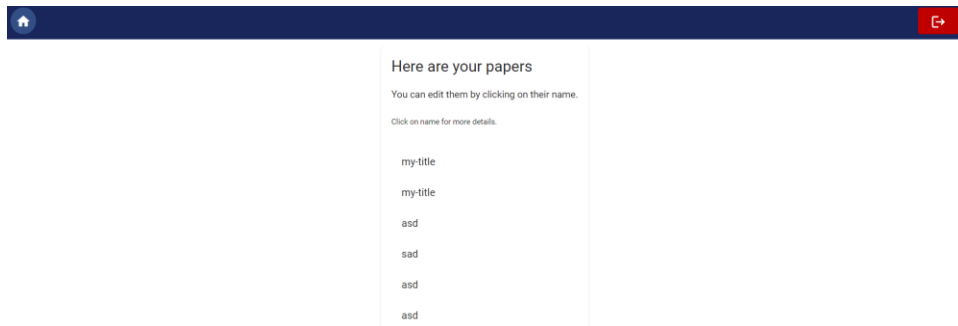
- 1) Upload a new paper where you can upload a new paper
- 2) My papers where you can see your uploaded papers
- 3) Reviews for my paper where you can see the reviews for your papers
- 4) A logout button

Here is the upload paper page:

The screenshot shows a 'Welcome to the paper upload dialog!' form. It includes a header bar with a home icon and a red 'Logout' button. The form contains input fields for 'Paper title' and 'Keywords', followed by a text area for the abstract with a note about a 500-word limit. At the bottom are 'Upload' and 'Done' buttons.

You need to insert the paper title, its keywords and then the paper.

Here is the My papers page. Here you can see your uploaded papers:



Here are the Reviews for my paper page:



Here you can see the reviews for your papers. There are no reviews here yet, but if they were, they would show inside the parantheses.

This concludes the Author Page.

This is the basic tour for our application. You use it healthy! \* sa o folosesti sanatos\*