**Mini Project Synopsis**

**On**

**Conference Management System <WEBSITE ADDRESS>**

For the partial fulfilment of the degree of

Bachelor of Engineering in

Computer Science and Engineering (Evening Shift)

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**ABSTRACT:**

The system is aimed at facilitating the management of delegate registration, paper submission and paper review for any conference or journal. Its objective is to bridge the gap between research enthusiasts, journals & publications via feature-rich conference management system.

The web portal will designed to be interactive to both researchers and the reviewers. It will also act as a hub for people to interact in real-time with researchers in the field they like.

**1. INTRODUCTION**

The purpose of the website is to provide a user-friendly interface that is not only easy to navigate, but at the same time provides in depth and sufficient information about various conferences and journals.

Two potential groups of users exist:

* Budding researchers, who want to view or write research based papers.
* Veteran researchers, who will be reviewing and verifying the papers to be published according to their respective fields of expertise.

The website access will be authenticated, and the site provides a secure environment for all users.

Benefits of using the site include:

* An easy to use and effective portal for paper submission, review and registration process for conferences, workshops and journals
* It is a hosted and supported service, i.e., there is no software to install and support staff can help authors, reviewers and chairs with any problems. Users interact with the site using standard web browsers.
* Email notifications to members, reviewers and authors
* Conference specific submission system

Major features of the website include the following subsections:

* **Registration and payment**  
  Our conference registration module handles the creation of the registration forms, the collection of online payments (where required), and email communications with the delegates. Although the system keeps track of all transactions, payments are collected directly into the organisers' merchant account. COMS has no access to the funds or bank details of the delegates.
* **Abstract submission**  
  Organisers can configure the submission form to include any number of items. A simple text editor or, alternatively, a rich editor allowing styling and the inclusion of tables and pictures can be used to collect abstract texts. Extended abstracts and full-papers can be uploaded in any specified format.
* **Reviews**  
  Organisers can configure up to nine numerical criteria for the evaluation of submissions by the reviewers. Textual appraisals and feedback for the submitters can also be collected. They can use blind reviews. Assigning the reviews to referees can be done manually by the Chair. Reviewers can perform the reviews online from their account. Organisers can track their progress and send them reminders by email.
* **Abstract selection**  
  Abstract selection can be performed automatically or manually. The automatic option selects submissions on the value of the marks given by the reviewers and can be followed by a manual selection. Accepted abstracts can be assigned to sessions and ordered.
* **Participant selection**  
  Participants can be selected independently of the abstract selection process. Alternatively, their selection can be synchronised with the selection of abstracts.
* **Emails**

The email module can be configured to send automatic emails, bulk emails and email alerts to organisers. Filters are supplied to allow the targeting of groups of users when sending bulk emails. Prefilled templates are supplied for the bulk and automatic mails. These can be edited and personalised by means of placeholders.

* **Book of abstracts**  
  Submitted abstracts can be styled and exported to HTML or PDF. Uploaded files, as well as the PDF files generated from the submissions can be downloaded from the FTP server.

**2. PROBLEM DOMAIN**

One of the latest news from the International Congress & Convention Association (ICCA) are the statistics of organized meetings for the year 2005. These rankings cover meetings organised by international associations with more than 50participants and take place on a regular basis and which rotate between a minimum of three countries. For the year 2005 the ICCA Data researchers have identified 5,315 events, a rise of511 over 2004. These statistics correspond with the list of 455 forthcoming conferences for the time-frame the May 3rd 2006 to December 19th 2007

For the technical (scientific) part of the conference the use of web-based management system is indispensable to handle the huge amount of submissions. The process of assigning reviewers to submitted papers, for example, is one of the hardest and most time consuming tasks. Usually it is carried out by one single person, the program committee chair, who tries to select three to five reviewers for each paper. For a small conference with less than 50 submissions and up to 20 reviewers the manual assignment can be quite challenging, but for a conference with more than a thousand submissions and some hundreds of reviewers the task is more or less impossible to carry out.

At the present moment there are some COMS available but they only provide very basic facilities and are not efficient enough to handle the quantity in which conferences are now coming up.

**3. SOLUTION DOMAIN**

**4. SYSTEM DOMAIN**

**Platform Specification:**

**Software Implementation Software:**

* Windows Operating System.
* Dreamweaver
* Mozilla Firefox, Google Chrome, Opera, Internet Explorer
* XAMPP Server

**Hardware specification**

**Hardware:**

* Pentium III processor
* Minimum 512 MB RAM
* 500kbps (broadband, such as: DSL, cable modem, T1 or faster)
* Screen resolution of 1024 x 768 or greater
* Adobe Flash

**5. APPLICATION DOMAIN**

* This system is aimed at the smooth functioning of the College management procedure.
* Maintaining a teen friendly site is deemed of highest priority in order to hold student attention and guide the viewer to retrieve information about the college.
* A user-friendly college site where any kind of information about the college is provided on a single click.
* Maintaining a feedback column will help website to frequently change according to user need.
* Website is aimed toward students who have completed their higher studies or graduation and are looking for a college for further studies.

**6. EXPECTED OUTCOMES**

The outcomes expected are as follows:

* Smooth and effective functioning of College management procedure.
* Any kind of information could be provided to the user.
* Personal and Career information from a broad spectrum of BE professionals
* BE course and other information from college
* Timely and up to date information that encourages readers to return to the site.
* Call to action, and plans for students to follow to prepare for a BE career.

The basic problem faced by students is inconvenience of visiting college for each and every requirement viz. fee structure, registration, announcements, bus route is solved.