# **User Manual**

Conference Management System (CMS)

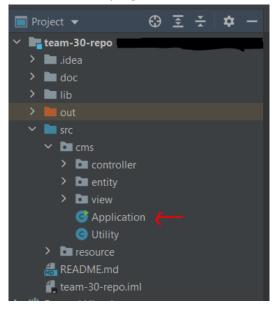
Team 30

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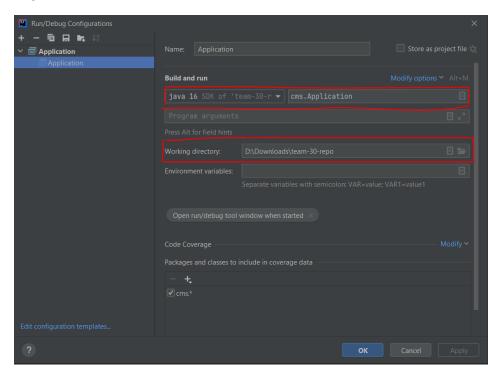
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### **Getting Started**

To start the CMS, please run the Application.java file under "team-30-repo > src" folder. It is recommended to use IntelliJ to run the program.



The working directory of your system should be set to "team-30-repo", so that the csv resource can be read successfully. It is recommended to use JDK 16 to build the program. (As shown diagram below)



The csv file is under folder /src/resource. While running the program, do not keep the csv file open as the csv file cannot be modified by the program if it is opened by the user.

### **Authorization**

There are five roles in CMS, which are admin, normal user, chair, author and reviewer.

Role	Permissions
Admin	<ul> <li>Retrieve User Information</li> <li>Retrieve Conference Information</li> </ul>
Normal User	<ul><li>Create Conference</li><li>Join Conference</li></ul>
Chair	<ul><li>Assign Reviewer</li><li>Final Decision on Paper</li></ul>
Author	Submit Paper
Reviewer	Submit Evaluation

# **User Registration**

After you successfully run the program, you will enter the register and login window. You can register for a new account or continue to log in with your email and password.

### a) Process

1. To Register a new account, first, enter 1 for Register.

2. Next, enter your personal details. Note that the password must be at least 8 characters long, must include at least 1 upper case, lower case, 1 number.

******************************
Conference Management System (CMS)
**************************
Registration Process (1/2)
Enter user details.
First Name: fitstname
Last Name: lastname
Email Address: e.mail@mail.com
Password: 12345AbC
Highest Qualification: qualification
Occupation: occupation
Employer's details: employerdetails
Mobile number: 012345678
*******************************
powered by Monash Conference Centre (MCC)
***************************************

3. After entering the information, you will have to confirm your information entered by entering 1 to Register. You can also modify your information by entering 2 to Back. You can also quit the registration by entering 3 to Exit to Main Screen.

*****************************
Conference Management System (CMS)
*******************************
Registration Process (2/2)
Please confirm your user details.
First Name: fitstname
Last Name: lastname
Email Address: e.mail@mail.com
Highest Qualification: qualification
Occupation: occupation
Employer's details: employerdetails
Mobile number: 012345678
Please choose your option:
1. Register
2. Back
3. Exit
******************************
powered by Monash Conference Centre (MCC)
*******************************

4. After entering 1, a message showed that you have successfully registered. Your user data will be stored in User.csv file. You can login again to access the system.
**************************
Conference Management System (CMS)
**************************************
**************************************
<ul> <li>b) Error Message</li> <li>Error message will be shown if some information entered wrong, such as:</li> <li>If any fields has empty information</li> </ul>
**************************************
***************************************
Information could not be empty.
**************************************
Invalid email format
***************************************
Conference Management System (CMS)
**************************************
**************************************
Invalid password format
***************************************
Conference Management System (CMS)
**************************************
**************************************

# **User Authentication (Login)**

For tutor testing purpose, the email address and password for different users are provided because the password stored in User csv file is hashed:

Role	Email Address	Password
Admin	admin@cms.com	
Normal User	normal.user@mail.com	
Normal User	normal.user2@mail.com	
Normal User	normal.user3@mail.com	12345AbC
Chair	chair1@mail.com	
Author	author1@mail.com	
Author	author2@mail.com	
Reviewer	reviewer1@mail.com	
Reviewer	reviewer2@mail.com	

### a) Process

1. To Login to your account, first, enter 2 for Login.

*******************************
Conference Management System (CMS)
*******************************
Hi Guest
Please choose your option:
1. Register
2. Login
*******************************
powered by Monash Conference Centre (MCC)
*****************************
Enter option (1 - 2): 2

2. Enter your email address and password to login.

******************************
Conference Management System (CMS)
**************************************
Please enter your user credentials. Email Address: chairi@mail.com Password: 12345AbC
**************************************

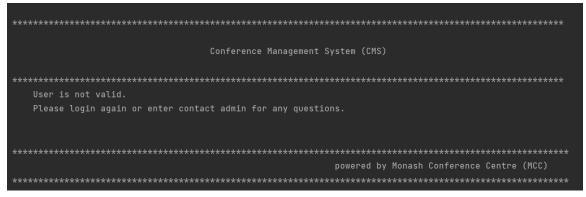
3. After successful login, you can choose to "Manage Your Conference", "Join Conference", "Create Conference" or "Logout".

************************************
Conference Management System (CMS)
***************************************
Hi Harry
Please choose your option:
1. Manage Your Conference
2. Join Conference
3. Create Conference
4. Logout
***************************************
powered by Monash Conference Centre (MCC)
*******************************
Enter option (1 - 4):

### b) Error Message

Error message will be shown if some information entered wrong, such as:

• If the email address and/or password is wrong



### **Create Conference**

Any user can create a conference. After creating a conference, the user becomes a chair for that conference.

### a) Process

1. To create a conference, first enter 3 "Create Conference".

***************************************
Conference Management System (CMS)
*******************************
Hi Harry
Please choose your option: 1. Manage Your Conference 2. Join Conference 3. Create Conference 4. Logout
**************************************
**************************************

2. After that, enter your conference details. The "Conference Date", "Paper Submission Date" and "Paper Review Date" must follow the format required.

3. If the conference details are correct, you will be prompted to enter the topic areas of your conference. The number of indexes must be separated by comma.

***********************************
Conference Management System (CMS)
********************************
Please choose relevant the topic areas by entering their number index, separated by comma.
1 . Artificial Intelligence
2 . Human Computer Interaction
3 . Data Mining & Information Retrieval
4 . Image Processing
5 . Big Data
6 . Computer Networks
7 . Software Engineering
8 . Security & Cryptography
9 . Robotics & Automation
10 . Database & Information Systems
For example, input: 1,2,3
Please enter your topic areas number index: $1,2,3$
*******************************
powered by Monash Conference Centre (MCC)
***************************************

4. After entering the number of indexes for topic areas, you will have to confirm your conference information. You can enter 1 to proceed to create your conference, 2 to go back to modify the information and 3 to exit the creation process.

********************************
Conference Management System (CMS)
**************************************
**************************************

5. After entering 1 to proceed to create a conference, a message showed that you have successfully created your conference. Your conference data will be stored in Conference.csv file.

*************************************
Conference Management System (CMS)
**************************************
**************************************
***************************************

# b) Error Message

Error message will be shown if some information entered wrong, such as:

<ul> <li>If any fields has empty informa</li> </ul>
---

***************************************
Conference Management System (CMS)
**************************************
**************************************
***************************************

• If any date entered is invalid (eg. date format invalid, the date entered has passed)

***************************************
Conference Management System (CMS)
**************************************
**************************************
***********************************

• If the number index for topic areas is invalid

************************************
Conference Management System (CMS)
**************************************
**************************************
********************************

### **Join Conference**

Any user can join a conference, as an author or reviewer.

### a) Process

1. To join a conference, first enter 2 "Join Conference".

2. A list of conferences available will be shown. Users can choose any conference to join.

*****************************
Conference Management System (CMS)
**************************************
Please choose a conference:  1. Cyber To Security  2. Artificial To Intelligence  3. Data Mining Talk  4. Network Structure Technology  5. Image Processing using AI  6. conference name  7. Back
**************************************
Enter option (1 - 7):

3. When a conference is chosen, the conference information will be shown. Users can choose to enter 1 to proceed to join the conference, 2 to go back to choose another conference or 3 to exit the process.

**********************************
Conference Management System (CMS)
**************************************
**************************************

4. If users choose to proceed, users can choose to join the conference as Author or Reviewer.

*******************************
Conference Management System (CMS)
**************************************
Please choose a role: 1. Join as Reviewer 2. Join as Author 3. Back
**************************************
**************************************

#### For Author:

5a. If Users choose to become an Author in that conference, a message shows that the user has successfully joined as Author. The User.csv file updated.

#### For Reviewer:

5b. If Users choose to become a Reviewer in that conference, users will be prompted to enter the topic areas. The number of indexes must be separated by comma.

********************************
Conference Management System (CMS)
******************************
Please choose relevant the topic areas by entering their number index, separated by comma.  1 . Artificial Intelligence  2 . Human Computer Interaction  3 . Data Mining & Information Retrieval  4 . Image Processing  5 . Big Data  6 . Computer Networks
7 . Software Engineering
8 . Security & Cryptography
9 . Robotics & Automation
10 . Database & Information Systems
For example, input: 1,2,3
Please enter your topic areas number index: $1,2,3$
**************************************
******************************

6b. After entering the number of indexes for topic areas, you will have to confirm your topic areas information. You can enter 1 to proceed to join the conference as Reviewer, 2 to go back to modify the information and 3 to exit the join process.

****************************
Conference Management System (CMS)
**************************************
Artificial Intelligence,Human Computer Interaction,Data Mining & Information Retrieval
Please choose your option: 1. Proceed 2. Back 3. Exit
**************************************

7b. After entering 1 to proceed to join the conference, a message showed that you have successfully joined the conference as Reviewer. The User.csv file updated.

********************************
Conference Management System (CMS)
**************************************
**************************************
***********************************

### b) Error Message

Error message will be shown if some information entered wrong, such as:

• If the number index for topic areas is invalid

***************************************
Conference Management System (CMS)
**************************************
**************************************
*******************************

# **Paper Submission (Author only)**

After joining the conference as Author, the user can submit the paper to that conference. (For testing purpose, tutor can login as author1@mail.com to submit paper)

### a) Process

1. After logging in, Author can enter 1 to manage his conference.

2. Author can then choose the conference he joined.

***********************************				
Conference Management System (CMS)				
******************************				
Hi Ron				
Please choose a conference:				
1. Cyber To Security				
2. Back				
*******************************				
powered by Monash Conference Centre (MCC)				
*************************************				
Enter option (1 - 2): 1				

3. After choosing the conference, Author can enter 1 to submit a paper for that conference.

*******************************
Conference Management System (CMS)
**************************************
Please choose your option: 1. Submit Paper 2. Back
**************************************
***************************************
Enter option (1 - 2): 1

4. Author will be prompted to enter the topic areas of the paper. The number of indexes must be separated by comma.

********************************			
Conference Management System (CMS)			
**************************************			
<ul> <li>6. Computer Networks</li> <li>7. Software Engineering</li> <li>8. Security &amp; Cryptography</li> <li>9. Robotics &amp; Automation</li> <li>10. Database &amp; Information Systems</li> <li>For example, input: 1,2,3</li> <li>Please enter your topic areas number index: 1,2,3</li> </ul>			
**************************************			

5. After entering the number of indexes for topic areas, Author will have to confirm the topic areas information. Author can enter 1 to proceed to the next step, 2 to go back to modify the information and 3 to exit the submission process.

***************************************				
Conference Management System (CMS)				
**************************************				
Artificial Intelligence,Human Computer Interaction,Data Mining & Information Retrieval				
Please choose your option: 1. Proceed 2. Back 3. Exit				
**************************************				

6. After entering 1 to proceed, Author then will be prompted to enter the title of the paper as well as the path of the paper.

***********************************
Conference Management System (CMS)
**************************************
Title: your paper title
Please enter the path of your paper to upload and submit your paper [File format: PDF , Word only] Path: c:\my_folder\my_folder\file.pdf
*************************************

7.	If the information entered correctly, a message showed that you have successfully
submitted the paper. The User.csv file and Paper.csv updated.	

*****************************
Conference Management System (CMS)
**************************************
**************************************

# b) Error Message

Error message will be shown if some information entered wrong, such as:

• If the number index for topic areas is invalid

********************************
Conference Management System (CMS)
**************************************
**************************************
powered by notasticonference centre (ncc)

• If title or path field has empty information

*****************************
Conference Management System (CMS)
**************************************
**************************************
***************************************

Invalid path provided

• The paper submission due date has been passed

# **Assign Reviewer (Chair only)**

As a chair, he/she can assign reviewer(s) to the paper submitted by Author who joined his/her conference.

(For testing purpose, tutor can login chair1@mail.com to assign reviewer)

### a) Process

1. After logging in, Chair can enter 1 to manage his conference.

***************************			
Conference Management System (CMS)			
***************************************			
Hi Harry			
Please choose your option:			
1. Manage Your Conference			
2. Join Conference			
3. Create Conference			
4. Logout			
******************************			
powered by Monash Conference Centre (MCC)			
******************************			
Enter option (1 - 4): 1			

2. Chair can choose any conference to manage.

******************************
Conference Management System (CMS)
**************************************
Please choose a conference: 1. Cyber To Security 2. Artificial To Intelligence 3. Data Mining Talk 4. Network Structure Technology 5. Image Processing using AI 6. conference name 7. Back
**************************************
**************************************

3. After choosing one conference, the Chair can enter 2 to assign reviewer to paper.

•	•			
*******************	*********	*****		
Conference Management S	System (CMS)			
*******************	**********	*****		
Hi Harry				
Please choose your option:				
1. Final Decision on Paper				
2. Assign Reviewer to Paper				
3. Back				
*******************************				
	powered by Monash Conference Ce	ntre (MCC)		
***************	*********	*****		
Enter option (1 - 3): 2				

4. Chair will then choose the paper (submitted by Author previously) to be assigned to the reviewer.

5. A list of reviewers who also joined that conference will be shown. Chair can enter the number of indexes of the reviewer to assign the paper to them.

*****************************
Conference Management System (CMS)
**************************************
1 . Hermione Granger (reviewer1@mail.com) 2 . Ron Owen (reviewer2@mail.com) Please enter your reviewer number index: 1
**************************************

6. After entering the number index, a message shows that the reviewer has been assigned to that paper. Paper.csv and User.csv updated.

*******************************
Conference Management System (CMS)
**************************************
Hermione Granger (reviewer1@mail.com )
**************************************
************************************

### b) Error Message

Error message will be shown if some information entered wrong, such as:

• Invalid reviewer number



# **Submit Evaluation (Reviewer only)**

The Reviewer can submit evaluation for a paper if he/she has been assigned as reviewer for that paper.

(For testing purpose, tutor can login reviewer1@mail.com to assign reviewer)

#### a) Process

1. After logging in, Reviewer can enter 1 to manage his conference.

*******************************
Conference Management System (CMS)
******************************
Hi Hermione
Please choose your option:
1. Manage Your Conference
2. Join Conference
3. Create Conference
4. Logout
******************************
powered by Monash Conference Centre (MCC)
*****************************
Enter option (1 - 4): 1

2. Chair can choose any conference to manage.

**************************
Conference Management System (CMS)
**************************************
Please choose a conference: 1. Cyber To Security 2. Back
**************************************

3. Review can enter 1 to submit evaluation for that conference.

***********************************
Conference Management System (CMS)
**************************************
Please choose your option: 1. Submit Evaluation of Paper 2. Back
**************************************
***************************
Enter option (1 - 2): 1

4. Reviewer chooses a paper to submit an evaluation. (The papers shown here are the papers assigned to that reviewer by chair previously.)

*******************************
Conference Management System (CMS)
******************************
Hi Hermione
Please choose a paper:
1. Artificial Intelligence In Security
2. Intro to Security
3. Big Data For Security
4. Security Knowledge
5. Computer Network For Security
6. Back
*******************************
powered by Monash Conference Centre (MCC)
*****************************
Enter option (1 - 6): 1

5. Reviewer can enter the evaluation here.
*******************************
Conference Management System (CMS)
**************************************
Evaluation: very good
**************************************
***************************************
6. After entering the evaluation, the Reviewer will have to confirm the evaluation entered. Reviewer can enter 1 to confirm to submit the evaluation and 2 to go back to modify the information.
******************************
Conference Management System (CMS)
**************************************
Evaluation:
very good
Please choose your option: 1. Confirm 2. Back
**************************************
<ul><li>7. After entering 1 to confirm the submission, a message shows that the reviewer has submitted the evaluation. Paper.csv updated.</li></ul>
**************************
Conference Management System (CMS)
**************************************
**************************************

#### b) Error Message

Error message will be shown if some information entered wrong, such as:

If the evaluation is empty

• Review Submission Due Date Passed

```
Conference Management System (CMS)

The paper review due date has been passed!
```

# **Final Decision on Paper (Chair only)**

As a chair, he/she can make the final decision on the paper, after all reviewers of that paper have submitted an evaluation.

(For testing purpose, tutor can login chair1@mail.com to make final decision on paper.)

### a) Process

1. After logging in, Chair can enter 1 to manage his conference.

****************************
Conference Management System (CMS)
*******************************
Hi Harry
Please choose your option:
1. Manage Your Conference
2. Join Conference
3. Create Conference
4. Logout
*****************************
powered by Monash Conference Centre (MCC)
*******************************
Enter option (1 - 4): 1

2. Chair can choose any conference to manage.

*******************************
Conference Management System (CMS)
*****************************
Hi Harry
Please choose a conference:
1. Cyber To Security
2. Artificial To Intelligence
3. Data Mining Talk
4. Network Structure Technology
5. Image Processing using AI
6. conference name
7. Back
*******************************
powered by Monash Conference Centre (MCC)
*****************************
Enter option (1 - 7):

3. After choosing one conference, the Chair can enter 1 to make a final decision on paper.

*******************************
Conference Management System (CMS)
**************************************
Please choose your option: 1. Final Decision on Paper 2. Assign Reviewer to Paper 3. Back
**************************************
**************************************

4. Chair can then choose a paper, which has been fully reviewed by all reviewers to make a final decision.

Conference Management System (CMS)
Contel circe Hanagement System (Chis)
*********************************
Hi Harry
Please choose a paper:
1. Artificial Intelligence In Security
2. Computer Network For Security
3. Security Related To Big Data
4. Back
***************************************
powered by Monash Conference Centre (MCC)
pour carby nonest control ence centre (nee)
Enter option $(1 - 4)$ : 1

5. Chair can then read all the evaluations, and decide to approve (by entering 1), reject (by entering 2) or go back to choose another paper for final decision (by entering 3).

******************************
Conference Management System (CMS)
**************************************
Evaluation:
good this paper is very good
Please choose your option:
1. Accepted
2. Rejected
3. Back
***************************************
powered by Monash Conference Centre (MCC)
***********************
Enter option (1 - 3): 1

6. After entering the decision, a message shows that the paper has been successfully accepted/rejected. Paper.csv updated. (The sample screenshot below showed that paper has been accepted.)

*******************************
Conference Management System (CMS)
**************************************
**************************************
***************************************

# **Administration (Admin Only)**

The administration is only applicable for Admin. (Tutor have to login as admin@cms.com to perform these operations.)

#### a) Retrieve User Information

1. Admin login into the system.

********************************
Conference Management System (CMS)
***********************************
Hi Guest
Please enter your user credentials.
Email Address: admin@cms.com
Password: 12345AbC
********************************
powered by Monash Conference Centre (MCC)
***************************************

2. In Admin Home Screen, Admin can then enter 1 to retrieve the user information.

************************************
Conference Management System (CMS)
************************************
Hi Admin
Please choose your option:
1. Retrieve User Information
2. Retrieve Conference Information
3. Logout
*******************************
powered by Monash Conference Centre (MCC)
***************************************
Enter option (1 - 3): 1

3. User information is shown. Admin can enter "exit" to go back to Admin Home Screen.

***************************************										
Conference Management System (CMS)										
First Name							Conference			
Harry		chair1@mail.com					null			
Ron							null			
Arles		author2@mail.com					null			
Hermione		reviewer1@mail.com					null			
Ron		reviewer2@mail.com					null			
Harry		chair1@mail.com					Cyber To Security			
Harry		chair1@mail.com					Artificial To Intelligence			
Harry		chair1@mail.com					Data Mining Talk			
Harry		chair1@mail.com					Network Structure Technology			
Harry		chair1@mail.com					Image Processing using AI			
Ron		author1@mail.com					Cyber To Security			
Arles		author2@mail.com					Cyber To Security			
Hermione		reviewer1@mail.com					Cyber To Security			
Ron		reviewer2@mail.com					Cyber To Security			
Normal		normal.user@mail.com					null			
Steven		normal.user2@mail.com					null			
Steph		normal.user3@mail.com					null			
*****	***************************************									
powered by Monash Conference Centre (MCC)										
***************************************										
Enter "										

### b) Retrieve Conference Information

1. Admin login into the system.

*********************************
Conference Management System (CMS)
**************************************
Please enter your user credentials. Email Address: admin@cms.com Password: 12345AhC
**************************************
***************************************

2. In Admin Home Screen, Admin can then enter 2 to retrieve the conference information.

*****************************
Conference Management System (CMS)
**************************************
Please choose your option: 1. Retrieve User Information 2. Retrieve Conference Information 3. Logout
**************************************
**************************************

4. Conference information is shown. Admin can enter "exit" to go back to Admin Home Screen.

***************************************									
Conference Manag									
***************************************									
Registered Conference Information									
Name					Topic Areas				
Cyber To Security					Networks,Security & Cryptography				
Artificial To Intelligence									
Data Mining Talk									
Network Structure Technology					Computer Networks				
Image Processing using AI					l Intelligence,Image Processing,Big Data				
***************************************									
powered by Monash Conference Centre (MCC)									
***************************************									
Enter "exit" to return to previous page:									
circoi exit to recorn to previous page.									