

# **Conference Management System**

**Group report**  
**Group 11**

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## 1. Business case

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### 1.1 What is this system that you are to build

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Internet has been recognized and accepted by the public and organizations around the world as a new and exciting opportunity for expanding the management through WWW site and changing the way those companies, large and small, do business. Conference Management System (CMS) - a web-based information and database management application system is developed to provide the solution to a large academic information management system for international professional conference. CMS consists of a 3-tier client/server application framework. CMS object is not a monolithic piece of code; instead, it is more like a Lego of cooperating parts that we can break apart and then reassemble along the 3-tier client/server line. The front tier displays the visual aspects of the CMS. These visual objects typically live on the client. The middle tier works with the server objects that represent the persistent data and the CMS logic functions. The back tier is the database that stores all the system information, and it can also be administrated without influences from the front and middle tier. Middle-tier server objects interact with their clients (the view objects) and implement the logic function of the CMS. The main functions of Conference Management System (CMS) are to interactively collect conference papers and their corresponding information from the web site, putting them into database and then allocate these papers among the Program Committee members. Also it provides all the information to the Steering Chair and assists administrating the Conference Management System and database.

### 1.2 Who will it serve?

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According to the responsibility of the people involved, CMS defined 4 roles in a conference. They are Steering Committee, Program Committee, Author and Conference Participant.

### 1.3 What will it do for them?

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These functions cover the whole process of an academic conference, namely call for paper, paper collection, paper allocation, paper review, paper decision, CRC correction, program arrangement and participant registration.

#### **Steering committee User:**

This group of people have responsible for managing the whole conference, and has the highest priorities in the system. The following functions are available for a steering committee user:

1. Member Management allows a steering committee user to setup or change member information for program chair(s), program committee, author, and other users.
2. System Parameter Setup allows a steering committee user to setup conference parameters, such as the milestone of conference, subject/topics, email templates, etc.
3. View papers status, like calling for paper, reviewing, redirecting etc.
4. Registration Management allows a steering committee user to configure and manage registration information.

#### **Program Committee Chair:**

Paper Management functions allows a program Committee Chair to view the paper submission status, check review status, make decision on paper acceptance, etc.

**Program Committee members:**

Reviewer Registration allows committee members to setup their topics of interests.  
Paper Review function allows a program committee member to view a paper, and then write their review and rate for the papers.

**Author:**

1. Allow authors to update and change their personal information.
2. Paper functions allow an author to upload paper, check review status, and view the final status is accept or not.

## 2. Detailed plans

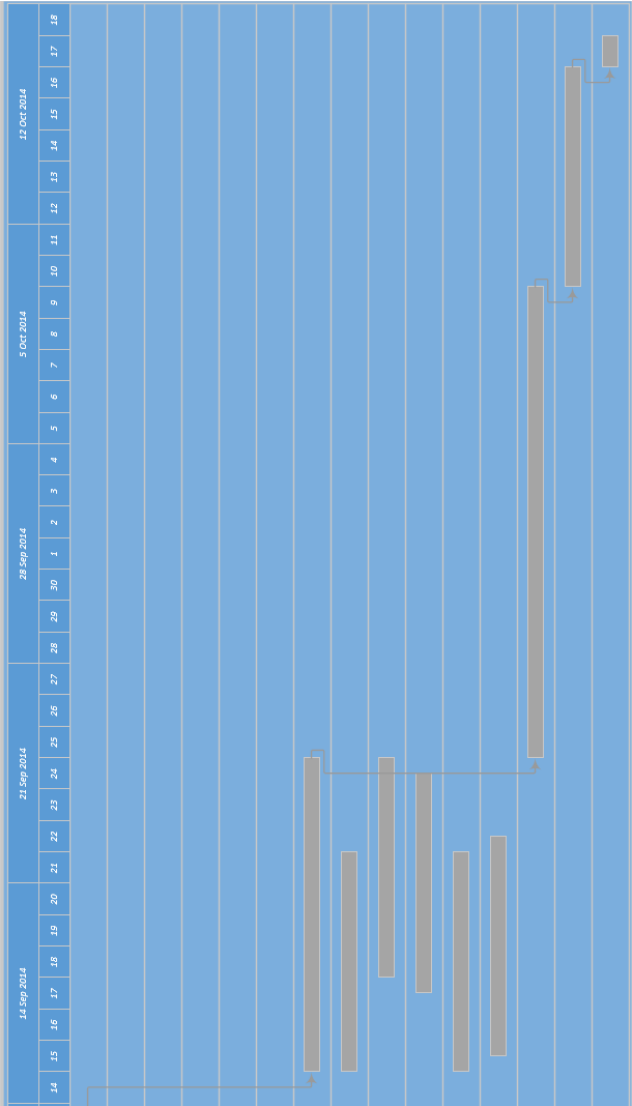
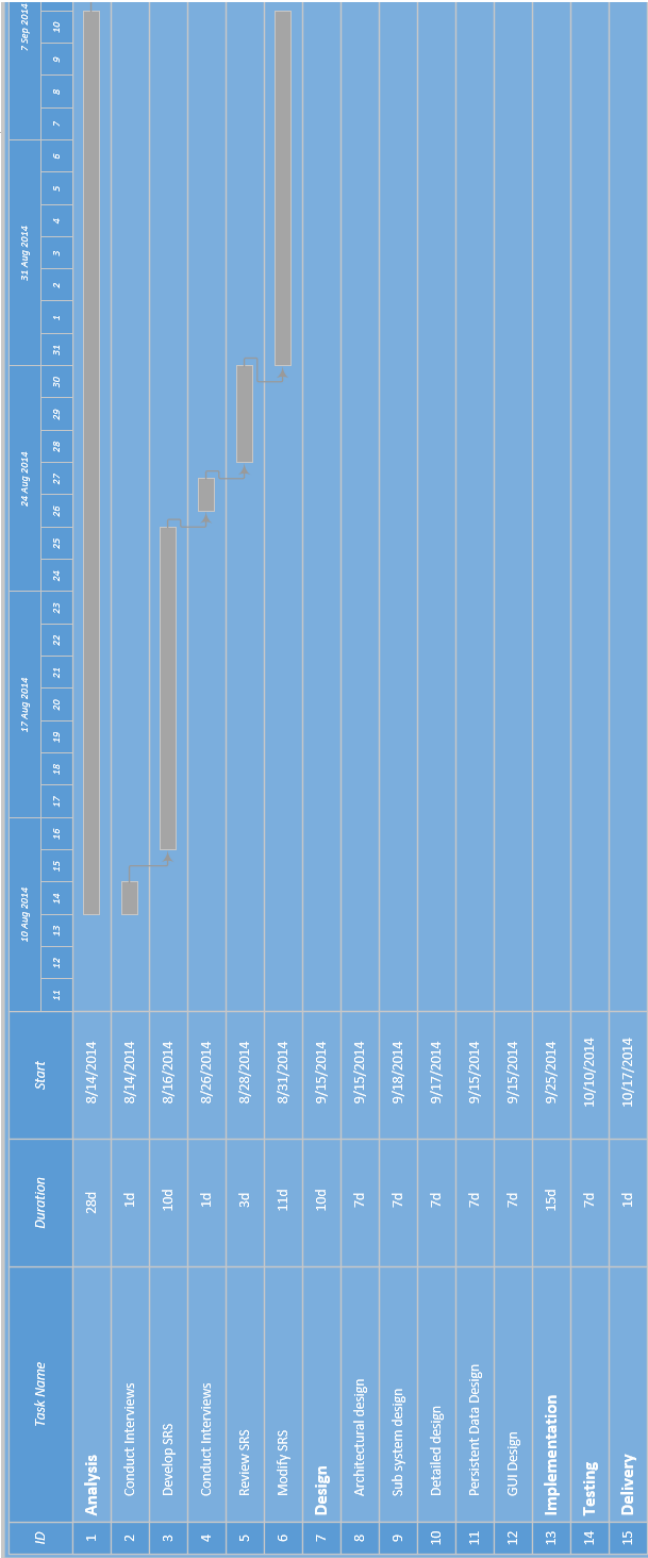
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### 2.1 Work Breakdown Structure

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TASK	TIME	STAFF	DELIVERABLE
1. Analysis			
1.1 Conduct Interviews	2 times	Huicheng Xu, Mengzhe Wang, Man Pio Lei, Yi Luo, Guannan Yao	Interview report
1.2 Develop SRS	10 days	Man Pio Lei, Mengzhe Wang	SRS document draft
1.3 Review SRS	3 days	Huicheng Xu, Mengzhe Wang, Man Pio Lei, Yi Luo, Guannan Yao	Modify report
1.4 Modify SRS	10 days	Man Pio Lei, Mengzhe Wang	Approved SRS
2. Design			
2.1 Architectural design	10 days	Guannan Yao	Approved Architectural design
2.2 Sub system design	10 days	Man Pio Lei	Approved Sub system design
2.3 Detailed design	10 days	Huicheng Xu	Approved Detailed design
2.4 Persistent data design	10 days	Mengzhe Wang	Approved Persistent data design
2.5 GUI design	10 days	Yi Luo	Approved GUI design
3. Implementation	15 days	Huicheng Xu, Mengzhe Wang, Man Pio Lei, Yi Luo, Guannan Yao	Complete program
4. Testing	7 days	Huicheng Xu, Mengzhe Wang, Man Pio Lei, Yi Luo, Guannan Yao	Final program
5. Delivery	1 days	Huicheng Xu, Mengzhe Wang, Man Pio Lei, Yi Luo, Guannan Yao	Finish the task

2.2 Gantt chart



### 3. Risk and countermeasures

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There are two types of risk in the system, Technical risk is the major risk we need to be careful, which involve software architecture design and development environment, and data communication security, etc. The another one is none-technical risk, which include the policy control and the information management of the system.

#### 3.1 Technical Risk

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The team is new for the developing these information systems. All members haven't had any experience to develop a huge information system like CMS. To develop these systems, the best programming language is Java because it has many pre-written frameworks for developing these kinds of system, which will accelerate the developing process. The team also lack of knowledge of java programming language. However, not every group member in the group are familiar with Java, so, there could be a risk by using Java to develop the system.

#### 3.2 Non-technical Risk

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1. Our member might get sick during the time we writing the assignment.
2. The laptop we use to save data may break down, so we might lose what we have done before.
3. This is possibility that one a group member does not want to cooperate with others and does not want to do anything.
4. Since every member has a lot of assignment to do, they may not have enough time spent on this assignment

#### 3.3 Countermeasures

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##### For technical risks

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We may switch to use C++ instead of Java.

##### For non-technical risks

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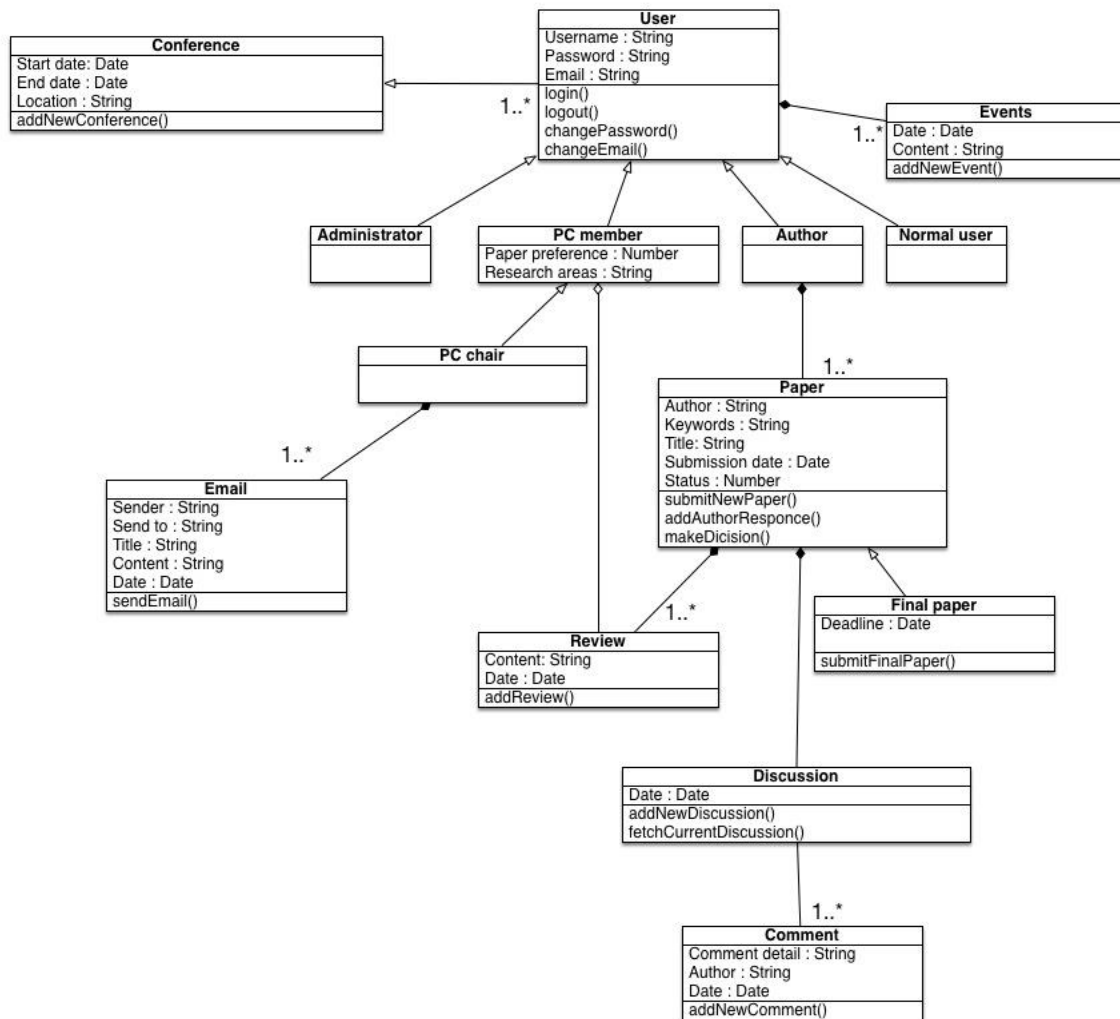
If there are members are not able to complete their tasks due to some unforeseen reasons, we will discuss with the rest of the group members to find out any possible solutions such as distribute works to other group members.

In order to prevent group members from deleting files by mistakes, we will use cloud backup as a solution.

If there is no possible solution, we will contact the client to make some special arrangements.

## 4 Domain Model – Class diagram

### 4.1 Class Diagram





## 4.2 Data Dictionary

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Class name: Conference

Attribute:

Start date: The first date of the conference

End date: The last day of the conference

Submission deadline: The last date of the paper submission

Location: The location of the conference

Method:

createNewConference() – Create a new conference

Class name: User

Attribute:

Username: Maximum 64 characters

Password: Hashed password, 128 characters

Method:

login(): Log into the system

logout(): Log out the system

changePassword(): Change the current password

changeEmail(): Change the email address

Class name: Event

Attribute:

Date: The date of the event

Content: The content of the event

Method:

addNewEvent(): Add a new event

Class name: Administrator

Super class: User

Class name: PC member

Super class: User

Attribute:

Paper reference: An integer, 1 for Yes, 2 for No, C for Maybe and D for conflict of interest

Research areas: PC members' research areas

Method:

changeResearchArea(): Change the research areas

changePaperPreference(): Change the paper preference

Class name: PC chair

Super class: PC member

Class name: Author

Super class: User

Class name: Normal user

Super class: User

Class name: Email

Attribute:

Sender: The sender of the email

Send to: The recipient of the email

Title: The title of the email

Content: The content of the email

Date: The send date of the email

Method:

sendEmail(): Create a new email and send it to the recipient

Class name: Paper

Attribute:

Author: The author of the paper

Keywords: The keywords of the paper

Title: The title of the paper

Submission date: The submission date of the paper

PDFWH: PDF file with header

PDFWOH: PDF file without header

Status: The status of the paper, represent by a number, 1 for Accepted, 2 for Rejected, 3 for Reviewed, 4 for awaiting for review and 5 for Final version submitted

Method:

submitNewPaper(): Submit a new paper

addAuthorResponse(): After review, author may response to the reviews

makeDecision(): The decision of the paper, which is made by PC chair, either accepted or rejected

Class: Final paper

Super class: Paper

Attribute:

Deadline: The submission deadline of the final version of the accepted paper

PDF: The PDF file of the paper

Method:

submitFinalPaper(): Submit the final version of the accepted paper

Class name: Review

Attribute:

Content: The content of the review

Date: The date of the review

Method:

addReview(): Add a new review

Class name: Discussion

Attribute:

Date: The date of the discussion created

Method:

addNewDiscussion(): Add a new discussion

fetchNewDiscussion(): Fetch the existing discussion

Class: Comment

Attribute:

Comment detail: The comment that is made by the reviewer

Author: The author of the comment

Date: The date of the comment

Method:

addNewComment(): Add a new comment to the existing discussion

## 5. Software Requirements Specification

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### Revision History

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Date	Version	Description	Author
20/8/2014	1.0	Initial draft of SRS	Mengzhe Wang Man Pio Lei
25/8/2014	1.1	Modify the structure of the functional requirements	Mengzhe Wang Man Pio Lei
28/8/2014	2.0	Add new functional and nonfunctional requirements	Mengzhe Wang Man Pio Lei
31/8/2014	2.1	Update the SRS	Mengzhe Wang Man Pio Lei
14/9/2014	2.2	Modify the functional requirements in the discussion system	Mengzhe Wang Man Pio Lei

## 5.1 Introduction

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### 5.1.1 Purpose

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The purpose of this document is to describe the Conference Management System product. This document illustrates both functional and non-function requirements for the system.

The intended audience of this document includes the software developers for the system, technical assessment person of the client organization and other potential users of system.

### 5.1.2 Scope

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The Conference Management System is basically a system to monitor and manage the people and activities evolved in the conference preparation and conduct phases.

The system specifically designed for the conference managers and conference participants. The system has four groups of users, which are administrators, Program Committee chairs, Program Committee members, authors and users. The administrator is the super user of the system, who is responsible for manage and monitor the whole system. The authors and users are the common users of the system. They can view the event of the conference and submit a their papers. After they submit the papers, Program Committee members and Program Committee chairs will review their papers. Also, Program Committee chairs can manage the conference.

The system can be used in managing any scientific conferences. The system consists of 6 subsystems. The functionality of them are as following:

- User Management System manages all the users' profile and activities in the system.
- Paper Management System manages all the activities related to paper submission, paper assignment and paper review process.
- Event Management System manages all the events during the conference and displays the event for different group of users.
- Email System can send notifications to all groups of the users, and monitor the email activities during the conference.
- Automatic Conference Proceeding Preparation System is used to archive all the paper that will be used in the conference and send to the publishers.
- Set up System sets up the initial setting of the conference, which including the information about the Program Committee members and basic information about the conference.
- Archive System records all previous conferences.

However, some functionalities related to the finance is unlikely to implement in the software such as suggesting sponsors.

The system will provide a sophisticated and flexible way to manage the conference. It can easily set up a conference and electronically transfer the information during different user groups. Some automatic systems are also configured in the system to help the management.

### 5.1.3 Definitions, Acronyms, and Abbreviations

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PC, Program Committee, the committee contains researchers, who are participant in the conference and prepare for the conference.

PC member, Program Committee member, the user, or users who is a member of PC and can review a paper.

PC chair, Program Committee chair, the user, or users who is responsible for manage the PC members and can make a final decision of the paper.

User: the person, or persons who use the system directly.

Author: the user, or users who submit papers.

Administrator: the user, or users who is the super user of the system that can set up a conference and manage all users in the system.

System: the software (Conference Management System), which is used to manage the conference.

ODBC: Open Database Connectivity

### 5.1.4 References

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**IEEE Recommended Practice for Software Requirements Specifications, IEEE Computer Society 1998**

### 5.1.5 Overview

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The rest of the documents can be divided into the following two subsections:

- The Overall Description (Section 2) describes the general factors that affect the product and its requirements. Such as the background of the requirements.
- The Specific Requirement (Section 3) describes the all the requirements of the software.

## 5.2 Overall Description

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### 5.2.1 Product perspective

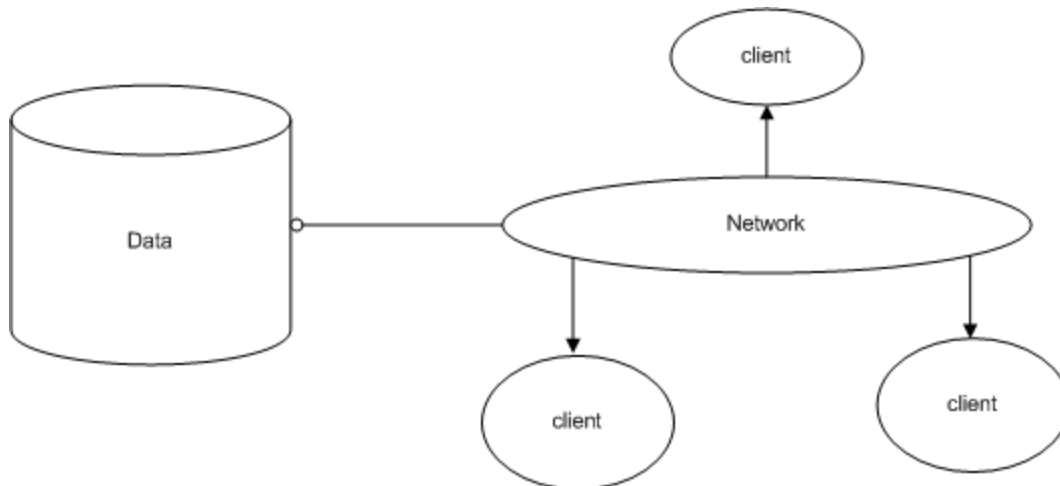
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The software is a system to manage a conference process. And it effectively organizes the activities during the process. And the system is self-contained.

#### 5.2.1.1 System Interface

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The Conference Management System is a client-serve application that contains a database server.



The clients can simultaneously log into the system from any personal computer has a network connection. They can interact with the system with their own operations.

The database is used to store all the user profiles, paper information and conference information.

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#### *5.2.1.2 User Interface*

The user interface provide to the users must be GUI and must be accessed from any personal computer with the software. The user interfaces for the four different groups are different.

The administrator can also access the system through any personal computer with the software. Due to the higher permission of the administrator, the user interface of the administrator has more options.

MySQL powers the database.

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#### *5.2.1.3 Hardware Interface*

All of the component must be executable on any personal computer

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#### *5.2.1.4 Software Interface*

##### *Internal System Interface*

The system will be separate into various modules; different modules have different ability and functions for the conference paper management. Because the system do not have to communicate with the other system outside, so only internal system interface will be apply in the system.

##### *User Interface*

The user interface with the system will be through GUI.

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#### *5.2.1.5 Communications*

The client machine must be able to communicate with the database through ODBC.

### 5.2.2 Product Functions

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The main function of this system is to manage the activities during the conference.

In order to achieve this, every subsystem of this system has multiple corresponding functions.

For User Management System, it has the following functions:

- Add new users
- Manage the user profiles

For Paper Management System, it has the following functions:

- Manage the paper submission
- Automatic assign the papers to PC members
- Manage the review activities of submitted paper

For Event Management System, it has the following functions:

- Display the event

For Email System, it has the following functions:

- Manage the email activities in the system

For Set Up System, it has the following functions:

- Manage the initial information for the conference

For Archive System, it has the following functions:

- Store and manage all the previous conference records

### 5.2.3 User Characteristics

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- Administrator has the right to do all the system management, such as setup parameter of system, user group management and milestone event setup.
- PC Chair, who has the right to see the review of paper, and determine the decision of papers, is the head of PC members.
- PC member has the right to review the paper of relative interesting topic, write comment as well.
- Author user is the system user after they submitted paper and waiting for the request.
- User is people who register in the system after the first use.

### 5.2.4 Constraints

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The following constraints are defined for the system:

- Authentication security: the system should enforce user authentication security.
- Access control: the system must provide appropriate access permission and user interface for different groups. For example, the PC chair can view all submitted paper where PC members can only view the papers assigned to them.

### 5.2.5 Assumptions and dependencies

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The following assumptions and dependencies are defined for the system:

- All potential user of the system should have a email address
- The PC of the conference has been formed before using the system

### 5.3 Specific Requirements

Each requirement (either function or non-functional one) of the Conference Management System is ranked based on its level of importance:

- Essential: highest importance level. It must be implemented at first.
- Optional: lowest importance level. It should be implemented after complement of the essential ones.

#### 5.3.1 Functional Requirements

##### 5.3.1.1 User Management System

This section includes all the functions provide to all the users to manage their profiles. It will provide different functions to different groups of people. For administrator, they can change and view all user profiles. And for other users, they can register, log into the system and maintain their profiles.

###### 5.3.1.1.1 Functions for All Groups

This section contains all the functions that all users can use in the subsystem.

Requirement #: UMS_F01	Requirement Type: Functional	Use case #: UC01
<b>Description:</b> The system should provide a verification method to identify the current user of the system. The users should provide their own username and password.		
<b>Rationale:</b> Users want to log into the system.		
<b>Source:</b> Administrator, PC chairs, PC members, authors, users		
<b>Fit Criterion:</b> The users are able to log into the system		
<b>Dependencies:</b> The login details must be valid		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"><li>• Created by Man Pio Lei 20/8/2014</li></ul>		

Requirement #: UMS_F02	Requirement Type: Functional	Use case #: UC02
<b>Description:</b> The system should allow all users to log out the system.		
<b>Rationale:</b> User wants to log out the system		
<b>Source:</b> Administrator, PC chairs, PC members, authors, users		
<b>Fit Criterion:</b> The users can log out successfully.		
<b>Dependencies:</b> The user must log into the system first.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"><li>• Created by Mengzhe Wang 20/8/2014</li></ul>		

###### 5.3.1.1.2 Functions to Potential Users

This section contains all the functions for potential users to register.

Requirement #: UMS_F03	Requirement Type: Functional	Use case #: UC03
<b>Description:</b> The system should allow new users to register. Users should provide their own username, password, email, first name, and last name.		
<b>Rationale:</b> New users want to use the system		
<b>Source:</b> New users		
<b>Fit Criterion:</b> The users can create an account.		
<b>Dependencies:</b> Username and email must be unique.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"><li>• Created by Man Pio Lei 20/8/2014</li></ul>		



#### 5.3.1.1.3 Functions for Administrators

This section contains all the functions that allow the administrators to manage the user profiles.

Requirement #: UMS_F04	Requirement Type: Functional	Use case #: UC04
<b>Description:</b> The system should allow the administrator to modify the permission of the users of the system.		
<b>Rationale:</b> The administrator wants to change the permission of a user.		
<b>Source:</b> Administrator		
<b>Fit Criterion:</b> Permission is changed successfully		
<b>Dependencies:</b> The user must exist in the system. And the permission of the administrator cannot be changed.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Man Pio Lei 20/8/2014</li> </ul>		

Requirement #: UMS_F05	Requirement Type: Functional	Use case #: UC05
<b>Description:</b> The system should allow the administrator to change the password of the users of the system.		
<b>Rationale:</b> The administrator wants to change the password of a user		
<b>Source:</b> Administrator		
<b>Fit Criterion:</b> The password is changed successfully.		
<b>Dependencies:</b> The user must exist in the system.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Man Pio Lei 20/8/2014</li> </ul>		

Requirement #: UMS_F06	Requirement Type: Functional	Use case #: UC06
<b>Description:</b> The system should allow the administrator to search the users by their username or email address.		
<b>Rationale:</b> The administrator wants to search a user.		
<b>Source:</b> Administrator		
<b>Fit Criterion:</b> A list of u searching criteria is displayed		
<b>Dependencies:</b> The users with the details must exist in the system.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Man Pio Lei 20/8/2014</li> </ul>		

### 5.3.1.2 Paper Management System

This section contains all the functions used in the paper management system. The following functions will be performed during the paper submission phase by authors and users, paper assignment by the system and paper review by the PC members and PC chairs.

#### 5.3.1.2.1 Paper Submission System

This section defines the functions for the users and authors submit their papers.

Requirement #: PSS_F01	Requirement Type: Functional	Use case #: UC07
<b>Description:</b> The system should allow the authors to submit their papers. The form should include the following details: <ul style="list-style-type: none"><li>• The title of the paper</li><li>• The abstract</li><li>• The keywords</li><li>• A PDF formatted file with a header that contains names and affiliations</li><li>• A PDF formatted file without the header</li></ul>		
<b>Rationale:</b> Author wants to submit the papers		
<b>Source:</b> Author		
<b>Fit Criterion:</b> The author submits the papers successfully. And the system assigns a unique number for the submission.		
<b>Dependencies:</b> All required information must be provided.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"><li>• Created by Mengzhe Wang 19/20/2014</li></ul>		

Requirement #: PSS_F02	Requirement Type: Functional	Use case #: UC08
<b>Description:</b> The system should allow the authors to view a list of their submissions and the status, which includes accepted, rejected, reviewing, final version submitted and awaiting allocation.		
<b>Rationale:</b> The author wants to check all their submissions.		
<b>Source:</b> Author		
<b>Fit Criterion:</b> A list of submission details along with the status will be displayed.		
<b>Dependencies:</b> The author has at least one submission.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"><li>• Created by Man Pio Lei 20/8/2014</li><li>• Edited by Mengzhe Wang 25/8/2014</li></ul>		

Requirement #: PSS_F03	Requirement Type: Functional	Use case #: UC09
<b>Description:</b> The systems should allow authors to filter all the papers based on their status.		
<b>Rationale:</b> The author wants to view the papers with the same status.		
<b>Source:</b> Author		
<b>Fit Criterion:</b> All matched papers will be displayed.		
<b>Dependencies:</b> The author has at least one submission. Refer to 2.1.3		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"><li>• Created by Man Pio Lei 25/8/2014</li><li>• Edited by Mengzhe Wang 28/8/2014</li><li>• Edited by Mengzhe Wang 10/9/2014</li></ul>		

Requirement #: PSS_F04	Requirement Type: Functional	Use case #: UC10
<b>Description:</b> The system should allow authors to submit the final version of the accepted paper. When the paper is accepted, there will be an additional button on the list to let the author to submit the final version and the system should also provide a template file.		
<b>Rationale:</b> The Author wants to submit the final version of the paper.		
<b>Source:</b> Author		
<b>Fit Criterion:</b> The final version of the paper is submitted.		
<b>Dependencies:</b> The author must submit at least one accepted paper. Refer to 2.1.2 and 2.1.3		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Man Pio Lei 28/8/2014</li> <li>Edited by Mengzhe Wang 29/8/2014</li> </ul>		

#### 5.3.1.2.2 Paper Assignment System

This section contains all the functions for the system to assign the appropriate paper to the PC members.

Requirement #: PAS_F01	Requirement Type: Functional	Use case #: UC11
<b>Description:</b> The system should allow the PC members to choose their own paper distribution preference. The preference should be one of the following options: <ul style="list-style-type: none"> <li>Yes</li> <li>Maybe</li> <li>No</li> <li>Conflicts of interests</li> </ul>		
<b>Rationale:</b> The PC member.		
<b>Source:</b> PC member		
<b>Fit Criterion:</b> All papers are assigned successfully.		
<b>Dependencies:</b> After the submission deadline.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Man Pio Lei 20/8/2014</li> </ul>		

Requirement #: PAS_F02	Requirement Type: Functional	Use case #: UC12
<b>Description:</b> The system should be able to assign the paper to PC members to review. <ul style="list-style-type: none"> <li>➤ The papers will be assigned evenly to the PC members.</li> <li>➤ The papers will be assigned to the PC members according to the researching areas and conflict of interests.</li> </ul>		
<b>Rationale:</b> The paper needs to be reviewed.		
<b>Source:</b> System		
<b>Fit Criterion:</b> All papers are assigned successfully.		
<b>Dependencies:</b> After the submission deadline.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Mengzhe Wang 25/8/2014</li> </ul>		

<b>Requirement #:</b> PAS_F03	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC13
<b>Description:</b> The system should be able to re-assign the paper to other PC members to review if the previous PC member did not review the paper on time.		
<b>Rationale:</b> The paper needs to be re-assigned.		
<b>Source:</b> System		
<b>Fit Criterion:</b> The paper is re-assigned successfully.		
<b>Dependencies:</b> After the review deadline of the reviewer.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Mengzhe Wang 25/8/2014</li> </ul>		

#### 5.3.1.2.3 Paper Review System

This section contains all the functions for the PC members, PC chairs and authors during the paper review process. On the one hand, the functions are about the review process of PC members and PC chairs, on the other hand, they also describe the authors' actions in the process.

<b>Requirement #:</b> PRS_F01	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC14
<b>Description:</b> The system should allow the PC members to view a list of all their assigned papers with their status, which is either assigned or reviewed.		
<b>Rationale:</b> The PC member wants to view a list of all the assigned papers.		
<b>Source:</b> PC members		
<b>Fit Criterion:</b> The list of all the assigned papers will be displayed.		
<b>Dependencies:</b> The PC member is assigned at least one paper.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Man Pio Lei 19/8/2014</li> <li>Edited by Mengzhe Wang 25/8/2014</li> </ul>		

<b>Requirement #:</b> PRS_F02	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC15
<b>Description:</b> The system should allow the PC members to review their assigned papers. The papers provided is a PDF file that without the header, and also, the details of the author cannot be viewed by the PC members. A review form will be provided, and the PC member needs to fill the form.		
<b>Rationale:</b> The paper needs to be reviewed by the PC member.		
<b>Source:</b> PC members		
<b>Fit Criterion:</b> The paper is reviewed successfully.		
<b>Dependencies:</b> The PC member is assigned a paper to review.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Mengzhe Wang 19/8/2014</li> <li>Edited by Man Pio Lei 21/8/2014</li> </ul>		

<b>Requirement #:</b> PRS_F03	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC16
<b>Description:</b> The system should allow the PC chair to make a final decision based on all the reviews made by the PC members and the response of the author. If the papers are not accepted, the papers will be rejected automatically.		
<b>Rationale:</b> The papers that are waiting for the final decision.		
<b>Source:</b> PC chair		
<b>Fit Criterion:</b> The status of the papers will be changed to either accepted or rejected.		
<b>Dependencies:</b> The PC member must review the paper.		
<b>Rank of importance:</b> Essential		
<b>History:</b>		
<ul style="list-style-type: none"> <li>Created by Mengzhe Wang 19/8/2014</li> </ul>		

<b>Requirement #:</b> PRS_F04	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC17
<b>Description:</b> The system should allow PC chair to view a list of all papers with the status in the system.		
<b>Rationale:</b> The PC chair wants to view a list of papers.		
<b>Source:</b> PC chair		
<b>Fit Criterion:</b> A list of all the papers with the status in the system will be displayed.		
<b>Dependencies:</b> At least one paper is submitted in the system.		
<b>Rank of importance:</b> Essential		
<b>History:</b>		
<ul style="list-style-type: none"> <li>Created by Mengzhe Wang 19/8/2014</li> </ul>		

<b>Requirement #:</b> PRS_F05	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC18
<b>Description:</b> The system should allow PC chair to filter all the papers based on their status.		
<b>Rationale:</b> The PC chair wants to view the papers with the same status.		
<b>Source:</b> PC Chair		
<b>Fit Criterion:</b> All matched papers will be displayed.		
<b>Dependencies:</b> At least one paper is submitted in the system. Refer to 2.2.3		
<b>Rank of importance:</b> Essential		
<b>History:</b>		
<ul style="list-style-type: none"> <li>Created by Man Pio Lei 23/8/2014</li> </ul>		

<b>Requirement #:</b> PRS_F06	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC19
<b>Description:</b> The system should allow PC members to view a list of assigned papers with the status.		
<b>Rationale:</b> The PC member wants to view a list of their assigned papers.		
<b>Source:</b> PC members		
<b>Fit Criterion:</b> A list of assigned papers with the status will be displayed.		
<b>Dependencies:</b> At least one paper is assigned to the PC member.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Mengzhe Wang 20/8/2014</li> </ul>		

<b>Requirement #:</b> PRS_F07	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC20
<b>Description:</b> The system should allow PC members and PC chair to view a list of the discussions about their assigned papers.		
<b>Rationale:</b> The PC member or PC chair wants to view a list of discussions about their assigned papers.		
<b>Source:</b> PC members and PC chair		
<b>Fit Criterion:</b> A list of discussion will be displayed.		
<b>Dependencies:</b> None		
<b>Rank of importance:</b> Optional		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Mengzhe Wang 19/8/2014</li> <li>Edited by Man Pio Lei 21/8/2014</li> </ul>		

<b>Requirement #:</b> PRS_F07	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC21
<b>Description:</b> The system should allow PC members and PC chair to add a new discussion. They should select a paper form the list provided and provide the comment.		
<b>Rationale:</b> The PC member wants to add a new discussion.		
<b>Source:</b> PC members and PC chair		
<b>Fit Criterion:</b> A new discussion will be added.		
<b>Dependencies:</b> At least one paper is assigned to the PC member. And paper is not decided.		
<b>Rank of importance:</b> Optional		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Mengzhe Wang 20/8/2014</li> <li>Edited by Man Pio Lei 22/8/2014</li> <li>Edited by Mengzhe Wang 23/8/2014</li> </ul>		

<b>Requirement #:</b> PRS_F08	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC22
<b>Description:</b> The system should allow PC members and PC chair to reply the posted discussion about their assigned papers.		
<b>Rationale:</b> The PC member wants to make a reply.		
<b>Source:</b> PC members and PC chair		
<b>Fit Criterion:</b> A new reply is posted to the discussion.		
<b>Dependencies:</b> At least one discussion about the assigned papers is posted. Refer to 2.2.5.2		
<b>Rank of importance:</b> Optional		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Mengzhe Wang 19/8/2014</li> <li>Edited by Mengzhe Wang 25/8/2014</li> </ul>		

<b>Requirement #:</b> PRS_F09	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC23
<b>Description:</b> The system should allow PC members and PC chair to view a list of all the conversations of a discussion about their assigned paper.		
<b>Rationale:</b> The PC member wants to view a list all the conversations.		
<b>Source:</b> PC members and PC chair		
<b>Fit Criterion:</b> A list of all conversations is displayed.		
<b>Dependencies:</b> At least one discussion about the assigned paper is posted. Refer to 2.2.5.2		
<b>Rank of importance:</b> Optional		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Man Pio Lei 19/8/2014</li> <li>Edited by Mengzhe Wang 23/8/2014</li> </ul>		

<b>Requirement #:</b> PRS_F10	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC24
<b>Description:</b> The system should allow authors to view the review of the submitted paper.		
<b>Rationale:</b> The Author wants to view the review of the submitted paper.		
<b>Source:</b> Author		
<b>Fit Criterion:</b> The review of the submitted paper is displayed.		
<b>Dependencies:</b> The author must have at least one paper, which status is reviewed. Refer to 2.1.1		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Man Pio Lei 23/8/2014</li> </ul>		

<b>Requirement #:</b> PRS_F11	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC25
<b>Description:</b> The system should allow authors to send their response of the reviews of submitted paper to the reviewer.		
<b>Rationale:</b> The Author wants to response to the reviews of the submitted paper.		
<b>Source:</b> Author		
<b>Fit Criterion:</b> The response is sent successfully.		
<b>Dependencies:</b> The author must have at least one paper, which status is reviewed. Refer to 2.1.1		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"> <li>Created by Man Pio Lei 23/8/2014</li> <li>Edited by Mengzhe Wang 25/8/2014</li> </ul>		

### 5.3.1.3 Event Management System

This section contains the functions for the system to select the events for different user groups and display events in the user interface.

Requirement #: EMS_F01	Requirement Type: Functional	Use case #: UC26
<b>Description:</b> The system should be able to display the latest event of different users. <ul style="list-style-type: none"><li>For PC chair, the events include the newly registered users, the change of the status of a paper and etc.</li><li>For PC members, the events include the newly assigned paper, the reply of their posted discussions and etc.</li><li>For authors, the events include the change of the status of submitted paper, the deadline of the paper submission and etc.</li></ul>		
<b>Rationale:</b> The events need to be displayed.		
<b>Source:</b> The system.		
<b>Fit Criterion:</b> The events for different users will be displayed successfully.		
<b>Dependencies:</b> None		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"><li>Created by Mengzhe Wang 19/8/2014</li><li>Edited by Mengzhe Wang 22/8/2014</li><li>Edited by Man Pio Lei 26/8/2014</li></ul>		

### 5.3.1.4 Email System

This section contains all the functions for the system to manage the email activities as well as for the system and PC chairs to send emails.

Requirement #: ES_F01	Requirement Type: Functional	Use case #: UC27
<b>Description:</b> The system should allow PC chair to send emails to other users.		
<b>Rationale:</b> PC chair wants to communicate with other users.		
<b>Source:</b> PC Chair		
<b>Fit Criterion:</b> Emails sent successfully		
<b>Dependencies:</b> None		
<b>Rank of importance:</b> Optional		
<b>History:</b> <ul style="list-style-type: none"><li>Created by Man Pio Lei 23/8/2014</li></ul>		

Requirement #: ES_F02	Requirement Type: Functional	Use case #: UC28
<b>Description:</b> The system should have the capability to send notification to users' email. When there is a new event, an email will be sent to related users' email.		
<b>Rationale:</b> System wants to notify users.		
<b>Source:</b> System		
<b>Fit Criterion:</b> Emails sent successfully		
<b>Dependencies:</b> New event happened		
<b>Rank of importance:</b> Optional		
<b>History:</b> <ul style="list-style-type: none"><li>Created by Man Pio Lei 23/8/2014</li></ul>		



#### 5.3.1.5 Automatic Conference Proceeding Preparation System

This section contains all the functions about proceeding preparation.

<b>Requirement #:</b> ACPS_F01	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC29
<b>Description:</b> The system should allow PC chair to archive all the final papers.		
<b>Rationale:</b> The PC chair wants to archive all the final papers.		
<b>Source:</b> PC chair		
<b>Fit Criterion:</b> All final papers will be archived.		
<b>Dependencies:</b> At least one final paper has been submitted. Refer to 2.2.3 and 2.2.4		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"><li>Created by Mengzhe Wang 19/8/2014</li><li>Edited by Man Pio Lei 22/8/2014</li></ul>		

#### 5.3.1.6 Set up System

This section contains all the functions for the administrator to set up the conference.

<b>Requirement #:</b> SUS_F01	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC30
<b>Description:</b> The system should allow administrator to create a new conference. When creating, the following information is needed: <ul style="list-style-type: none"><li>The location of the conference</li><li>The time frame of the conference</li><li>The PC members</li></ul>		
<b>Rationale:</b> The administrator wants to create a new conference.		
<b>Source:</b> Administrator		
<b>Fit Criterion:</b> A new conference will be created.		
<b>Dependencies:</b> None		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"><li>Created by Mengzhe Wang 20/8/2014</li><li>Edited by Man Pio Lei 25/8/2014</li></ul>		

#### 5.3.1.7 Archive System

This section contains all the function for the administrator to record the finished conferences.

<b>Requirement #:</b> AS_F01	<b>Requirement Type:</b> Functional	<b>Use case #:</b> UC31
<b>Description:</b> The system should allow the administrator to archive the record of the conference when the conference finished. When complete the archive process, the content of the conference cannot be modified any more.		
<b>Rationale:</b> The administrator wants to record the completed conference.		
<b>Source:</b> Administrator		
<b>Fit Criterion:</b> The record is archived successfully.		
<b>Dependencies:</b> The conference must finish.		
<b>Rank of importance:</b> Essential		
<b>History:</b> <ul style="list-style-type: none"><li>Created by Man Pio Lei 25/8/2014</li></ul>		

### 5.3.2 Non-Functional Requirements

Requirement #: NFR_F01	Requirement Type: Performance	Use case #: None
<b>Description:</b> The up time of the system should be 99.99% of a year.		
<b>Rationale:</b> All users want to use the system at any time.		
<b>Source:</b> All users		
<b>Fit Criterion:</b> All users can use the system at any time.		
<b>Dependencies:</b> None		
<b>Rank of importance:</b> Essential		
<b>History:</b>		
<ul style="list-style-type: none"> <li>Created by Mengzhe Wang 20/8/2014</li> </ul>		

Requirement #: NFR_F02	Requirement Type: Performance	Use case #: None
<b>Description:</b> The system should response to any actions of any users within 2 seconds.		
<b>Rationale:</b> A user wants to receive response to their action quickly		
<b>Source:</b> All users		
<b>Fit Criterion:</b> A response to the user's action will be performed within 10 seconds.		
<b>Dependencies:</b> None		
<b>Rank of importance:</b> Essential		
<b>History:</b>		
<ul style="list-style-type: none"> <li>Created by Mengzhe Wang 20/8/2014</li> </ul>		

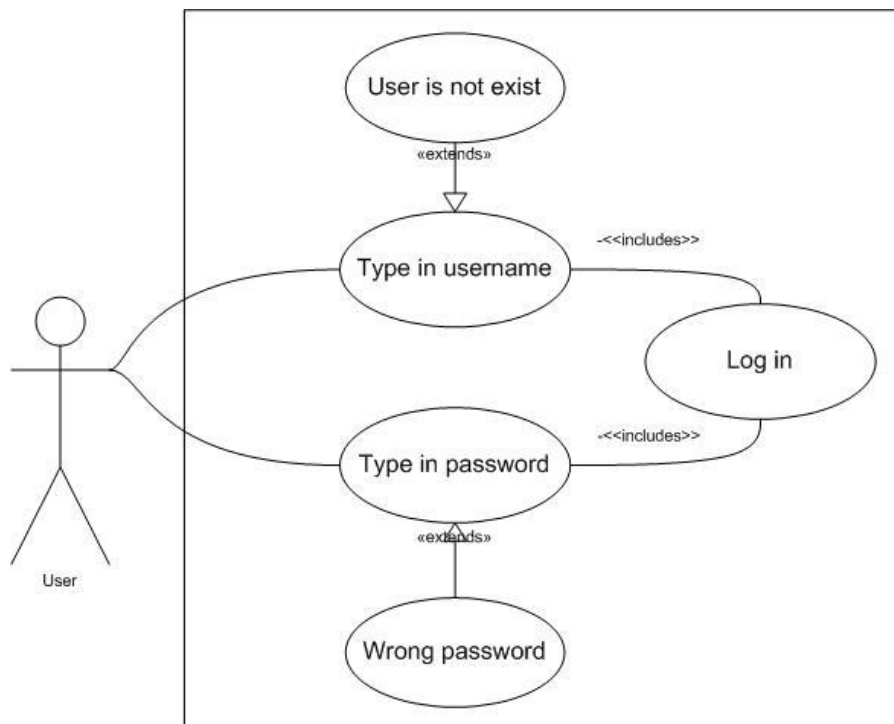
Requirement #: NFR_F03	Requirement Type: Security	Use case #: None
<b>Description:</b> The system should only allowed authenticated users to use the system.		
<b>Rationale:</b> To control legal usage of the system.		
<b>Source:</b> System		
<b>Fit Criterion:</b> The system will prevent unauthenticated users from using the system.		
<b>Dependencies:</b> None		
<b>Rank of importance:</b> Essential		
<b>History:</b>		
<ul style="list-style-type: none"> <li>Created by Man Pio Lei 23/8/2014</li> </ul>		

Requirement #: NFR_F03	Requirement Type: Security	Use case #: None
<b>Description:</b> The system should automatically log out the users, who did not use the system for 15 minutes.		
<b>Rationale:</b> To control the legal usage of the system.		
<b>Source:</b> All users		
<b>Fit Criterion:</b> The system should automatically log out the users that did not use the system for 15 minutes.		
<b>Dependencies:</b> None		
<b>Rank of importance:</b> Essential		
<b>History:</b>		
<ul style="list-style-type: none"> <li>Created by Mengzhe Wang 20/8/2014</li> </ul>		

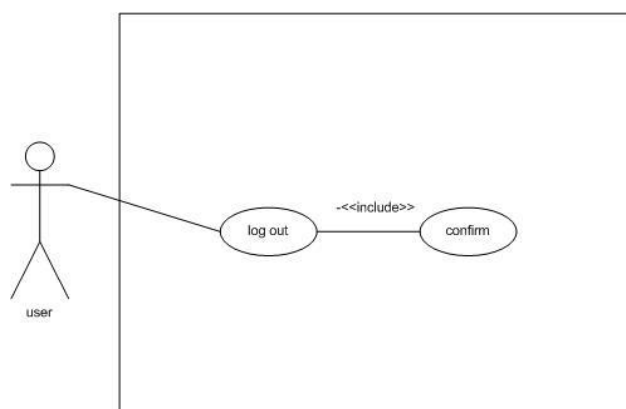
<b>Requirement #:</b> NFR_F04	<b>Requirement Type:</b> Reliability	<b>Use case #:</b> None
<b>Description:</b> The system should allow up to 100 users to use the system simultaneously.		
<b>Rationale:</b> To allow multiple users in the system.		
<b>Source:</b> All users		
<b>Fit Criterion:</b> The system will allow up to 100 users to use the system at any time.		
<b>Dependencies:</b> None		
<b>Rank of importance:</b> Essential		
<b>History:</b>		
<ul style="list-style-type: none"> <li>Created by Man Pio Lei 20/8/2014</li> </ul>		

<b>Requirement #:</b> NFR_F05	<b>Requirement Type:</b> Usability	<b>Use case #:</b> None
<b>Description:</b> The system should provide a user manual for all users.		
<b>Rationale:</b> To support the user use the system.		
<b>Source:</b> All users		
<b>Fit Criterion:</b>		
<b>Dependencies:</b> None		
<b>Rank of importance:</b> Essential		
<b>History:</b>		
<ul style="list-style-type: none"> <li>Created by Man Pio Lei 20/8/2014</li> </ul>		

### 5.3.3 Use-Case Specifications



<b>Name:</b> Login	<b>ID:</b> UC01
<b>Stakeholders and goals:</b> User --- want to login to the system	
<b>Description:</b> User log in the system and user need type in their username and password.	
<b>Actors:</b> User	
<b>Trigger:</b> User want to log in the system	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. The user type in the username</li> <li>2. The user type in the password</li> <li>3. Log in</li> <li>4. End</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> <p>1a Username is not exist: The system displays a message displaying the username is not exist</p> <p>2a Wrong password: The system displays a message displaying the password is unavailable</p>	



<b>Name:</b> log out	<b>ID:</b> UC02
<b>Stakeholders and goals:</b> user – want to log out	
<b>Description:</b> user wants to log out the system	
<b>Actors:</b> User	

**Trigger:** user need log out

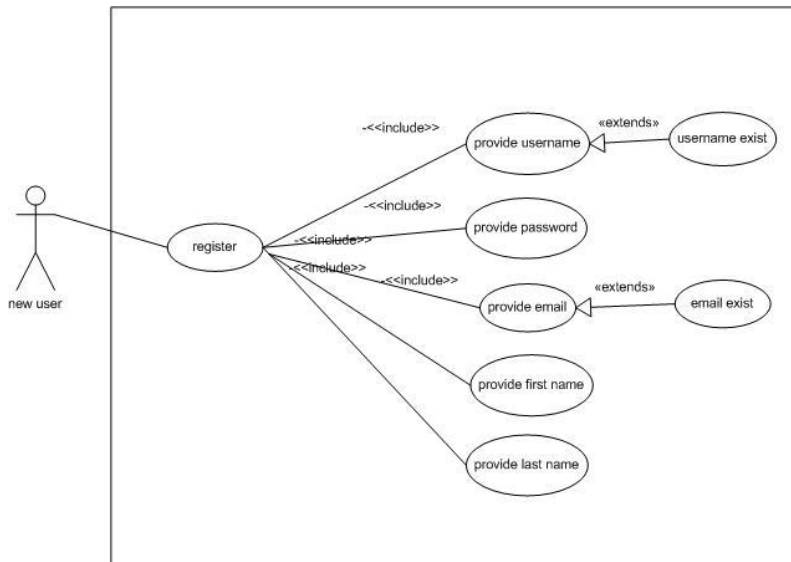
**Normal flow:**

1. Finish using the system
2. Log out the system

**Sub-flows:** None

**Alternative/Exceptional flows:**

2a user need confirm to log out



**Name:** register

**ID:** UC03

**Stakeholders and goals:** new user – register for new account

**Description:** new user want to register

**Actors:** new user

**Trigger:** new user want to use system

**Normal flow:**

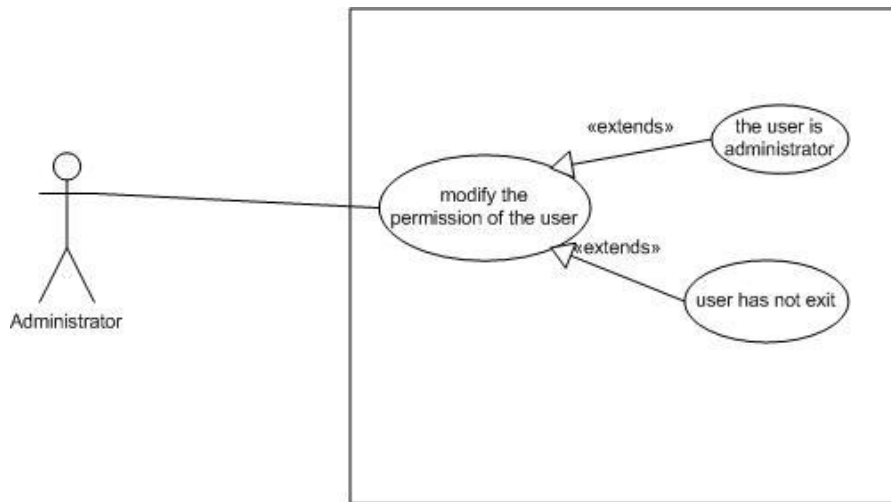
1. Provide username
2. Provide password
3. Provide email
4. Provide first name
5. Provide last name

**Sub-flows:** None

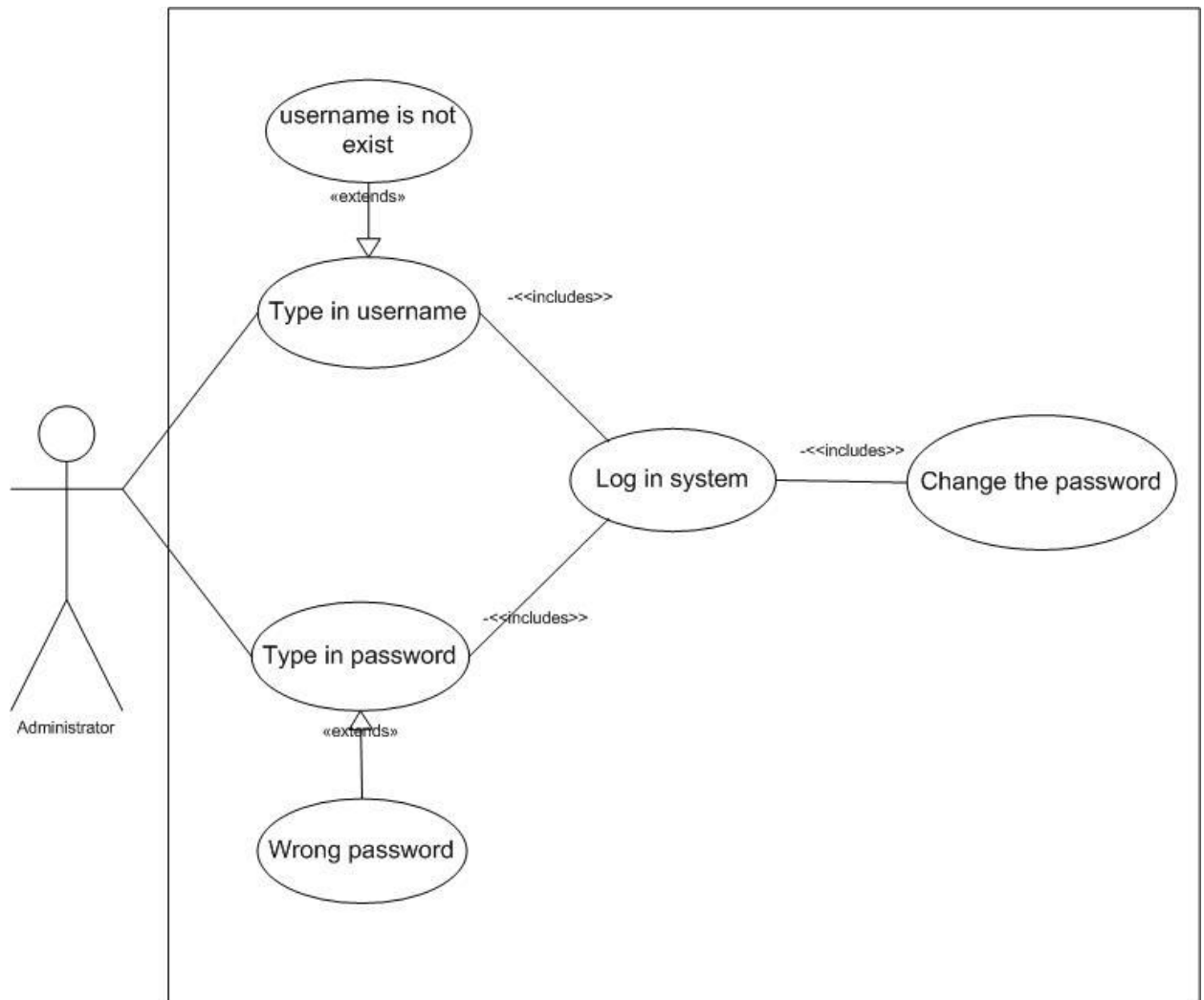
**Alternative/Exceptional flows:**

1a username exist: User name already exist

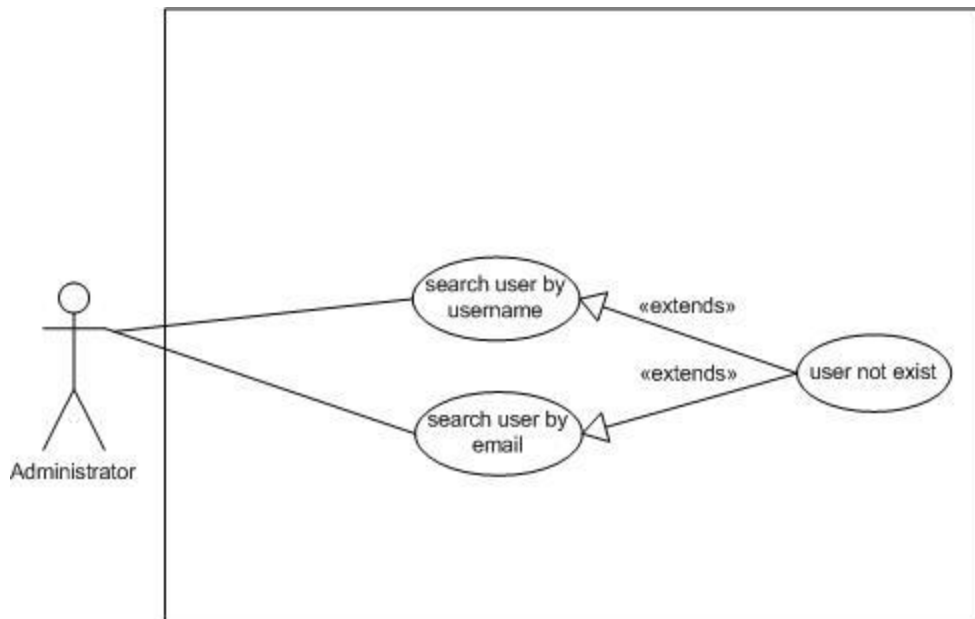
3a email exist: Email already exist



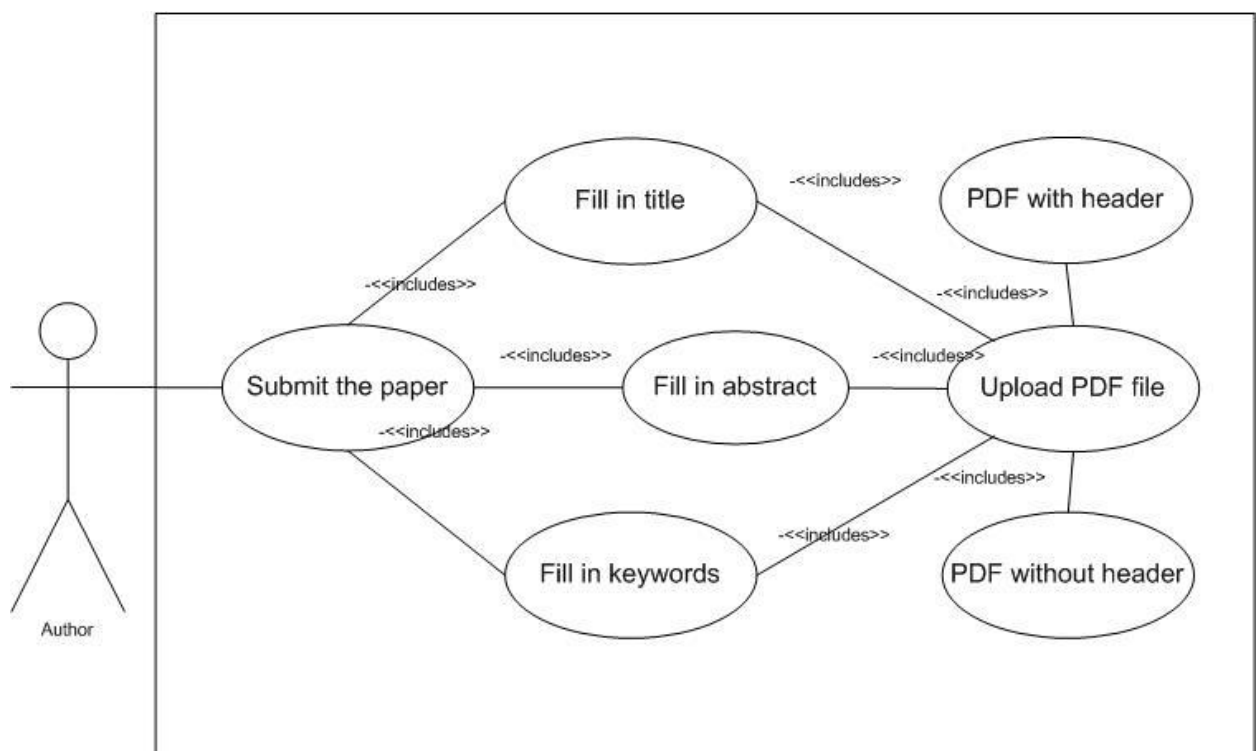
<b>Name: modify user permission</b>	<b>ID: UC04</b>
<b>Stakeholders and goals:</b> Administrator – want to change user permission	
<b>Description:</b> Administrator can change other user's permission in system	
<b>Actors:</b> Administrator	
<b>Trigger:</b> user need more authorize to do some job	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Administrator find the user first</li> <li>2. Administrator change user permission</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> 2a the user is administrator as well 2b user has not exit	



<b>Name: Reset password by administrator</b>	<b>ID: UC05</b>
<b>Stakeholders and goals:</b> Administrator --- to reset the password for user	
<b>Description:</b> Administrator can reset user's password after login the system	
<b>Actors:</b> Administrator	
<b>Trigger:</b> Administrator can reset the user's password if user want to	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. The Administrator type in username</li> <li>2. The Administrator type in password</li> <li>3. The Administrator login to the system</li> <li>4. The Administrator change the user's password</li> <li>5. End</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> <p>1a Username is not exist: The system displays a message displaying the username is not exist</p> <p>2a Wrong password: The system displays a message displaying the password is unavailable</p>	

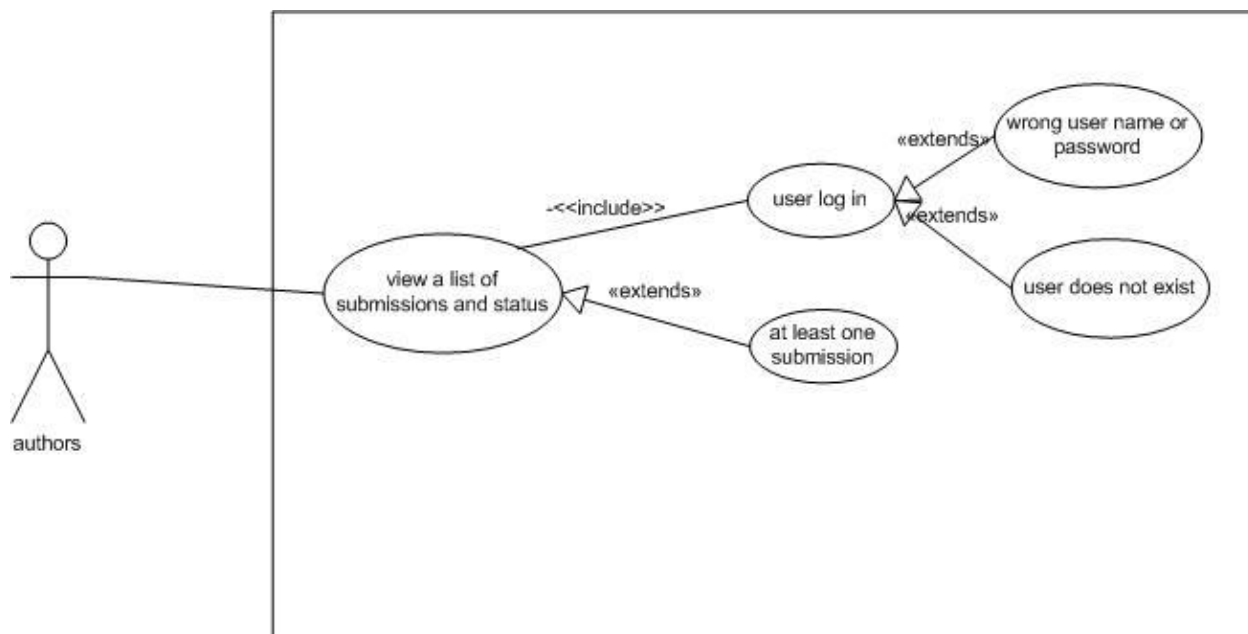


<b>Name:</b> search user	<b>ID:</b> UC06
<b>Stakeholders and goals:</b> administrator – want to search a user	
<b>Description:</b> administrator want to find a user by their user name or email	
<b>Actors:</b> administrator	
<b>Trigger:</b> administrator want to find a user	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Administrator want to find a user</li> <li>2. Administrator get user's username/email</li> <li>3. Enter username/email</li> <li>4. Find the user (if exist)</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> 3a user not exist	

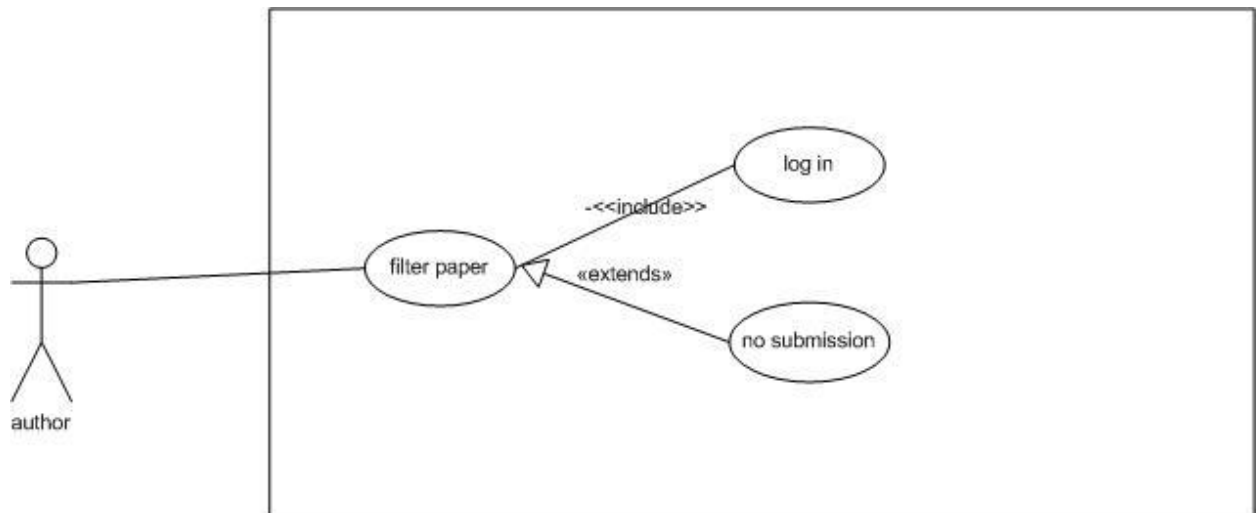




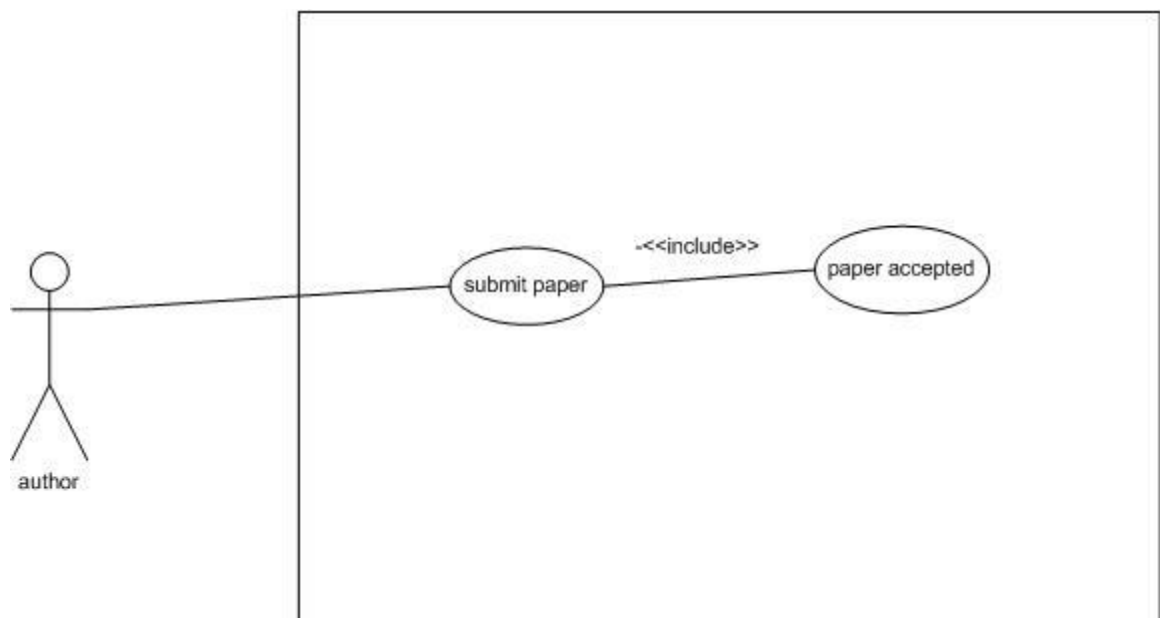
<b>Name: Submission</b>	<b>ID: UC07</b>
<b>Stakeholders and goals:</b> User and Author --- upload PDF file	
<b>Description:</b> User and Author submit their paper through submission system	
<b>Actors:</b> User and Author	
<b>Trigger:</b> User and Author can submit their paper if they want	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. The User and Author prepare to submit paper</li> <li>2. The User and Author fill in title of the paper</li> <li>3. The User and Author fill in abstract of the paper</li> <li>4. The User and Author fill in keywords for the paper</li> <li>5. Upload a PDF file with a header</li> <li>6. Upload a PDF file without header</li> <li>7. Submit paper</li> <li>8. End</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> None	



<b>Name: View submission and the status</b>	<b>ID: UC08</b>
<b>Stakeholders and goals:</b> Author – wants to select submitted files	
<b>Description:</b> The system should allow the authors to view a list of their submissions and the status, which includes accepted, rejected, reviewing, final version submitted and awaiting allocation.	
<b>Actors:</b> Authors	
<b>Trigger:</b> user want to view his submission and its status	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. View the list and status</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> <ol style="list-style-type: none"> <li>1a username/password invalid</li> <li>1b user is not exist</li> <li>2a there is no submission</li> </ol>	

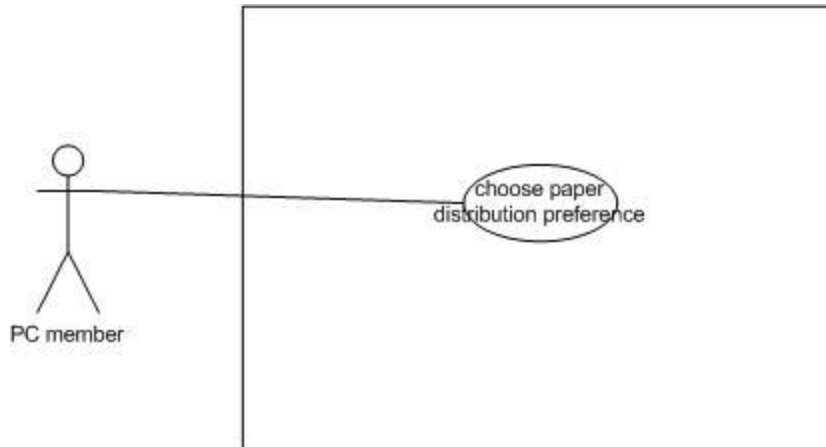


<b>Name:</b> filter paper	<b>ID:</b> UC09
<b>Stakeholders and goals:</b> Author – find the specify status paper	
<b>Description:</b> The system should allow authors to filter all the papers based on their status.	
<b>Actors:</b> Author	
<b>Trigger:</b> Author want to view paper by status	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. Enter status in filter</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> 1a same as 2.1.2 1a and 1b 2a no submission	

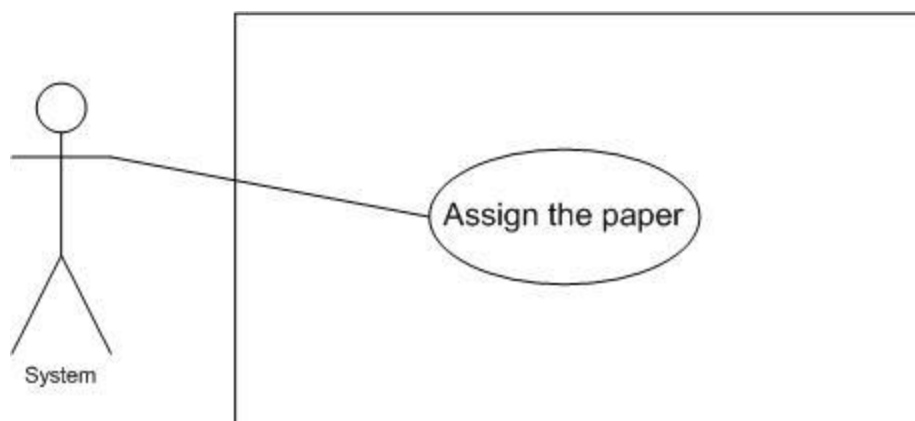


<b>Name:</b> submit paper	<b>ID:</b> UC10
<b>Stakeholders and goals:</b> author – submit a paper	
<b>Description:</b> author want to submit a paper	
<b>Actors:</b> author	
<b>Trigger:</b> a paper need to be submitted	
<b>Normal flow:</b>	

1. Log in 2. Submit paper
<b>Sub-flows:</b> None
<b>Alternative/Exceptional flows:</b> 2a paper must be accepted before submit

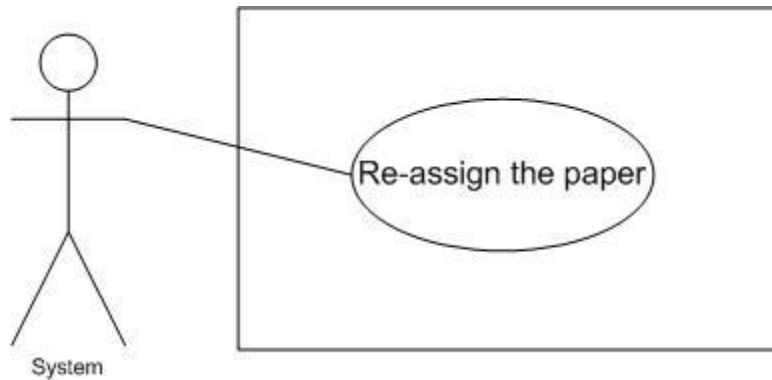


<b>Name:</b> choose paper distribution preference	<b>ID:</b> UC11
<b>Stakeholders and goals:</b> PC member – decides the preference	
<b>Description:</b> The system should allow the PC members to choose their own paper distribution preference. The preference should be one of the following options: <ul style="list-style-type: none"> <li>• Yes</li> <li>• Maybe</li> <li>• No</li> </ul> Conflicts of interests	
<b>Actors:</b> PC member	
<b>Trigger:</b> Paper needs to be assigned	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. Choose a paper</li> <li>3. Choose paper distribution preference</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> None	

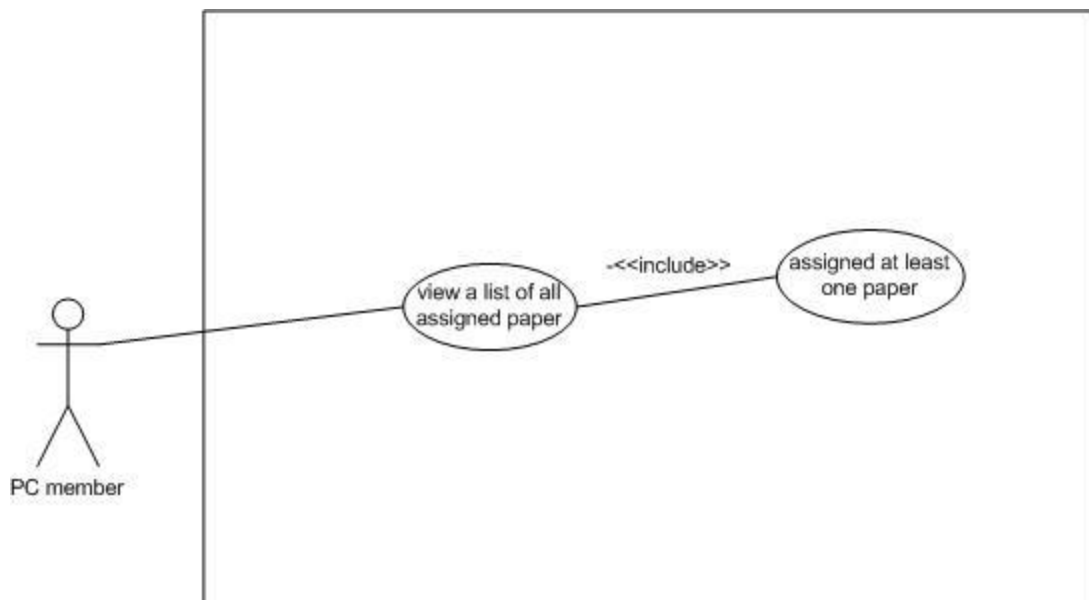


<b>Name:</b> Assign paper	<b>ID:</b> UC12
<b>Stakeholders and goals:</b> System --- assign paper to PC member	
<b>Description:</b> System are able to assign paper to PC member	
<b>Actors:</b> System	

<b>Trigger:</b> System assign paper to PC member after submission deadline
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. The system check the submission deadline</li> <li>2. The system assign the paper to PC member</li> <li>3. End</li> </ol>
<b>Sub-flows:</b> None
<b>Alternative/Exceptional flows:</b> None

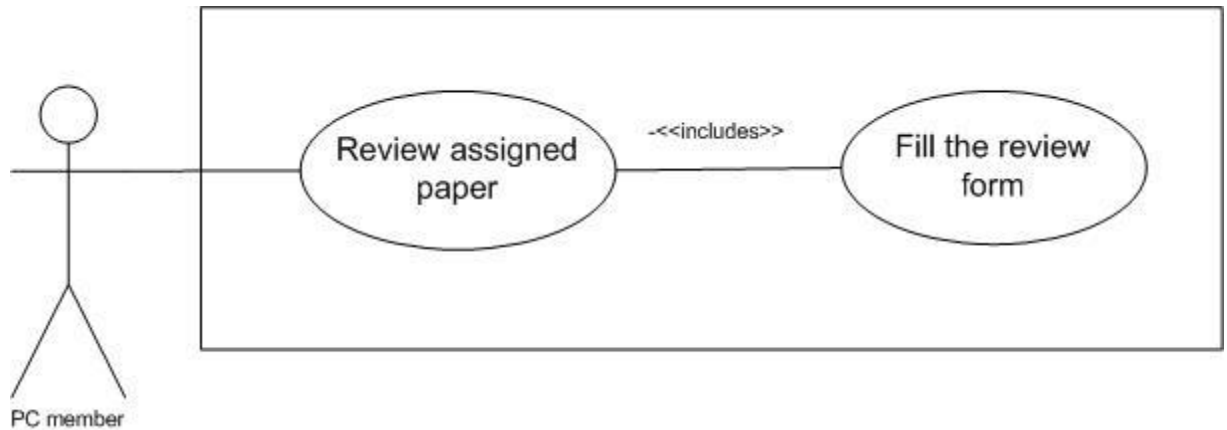


<b>Name:</b> Re-assign paper	<b>ID:</b> UC13
<b>Stakeholders and goals:</b> System --- re-assign paper to other PC member	
<b>Description:</b> System are able to re-assign paper to other PC member	
<b>Actors:</b> System	
<b>Trigger:</b> System re-assign paper to other PC member if it required	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. The system check the if re-assign required</li> <li>2. The system re-assign the paper to other PC member to review</li> <li>3. End</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> None	

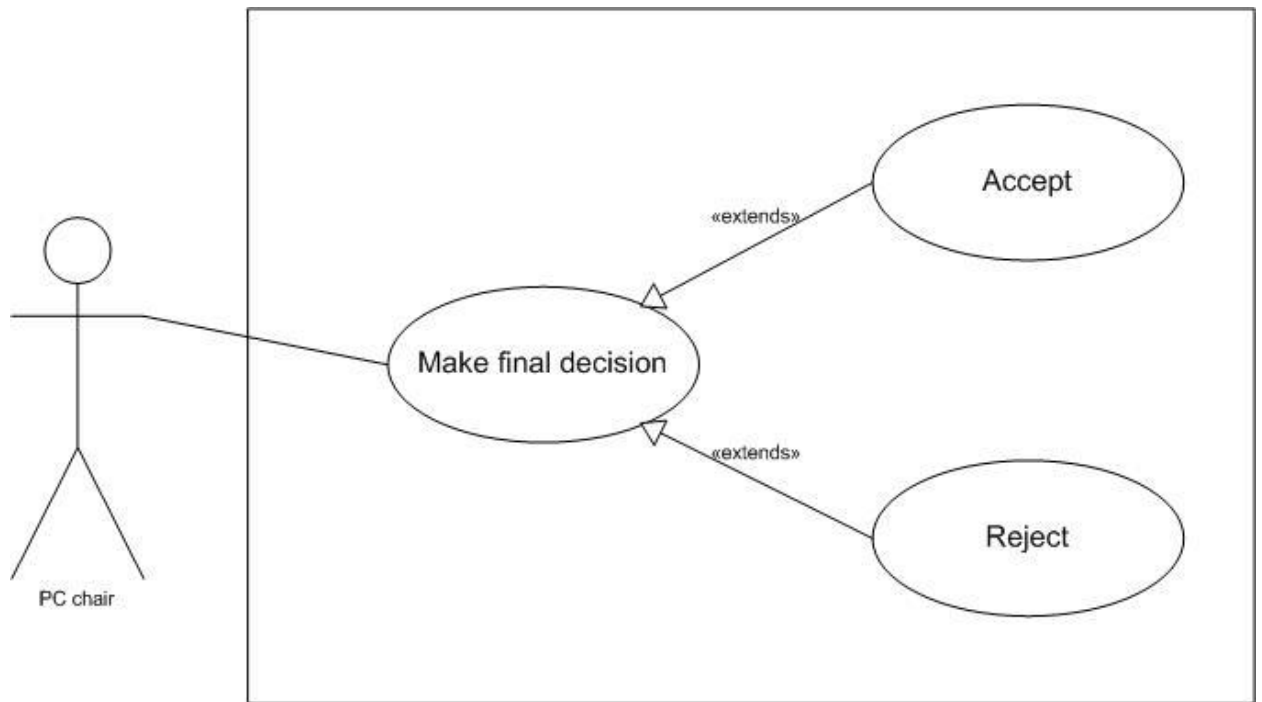


<b>Name:</b> view assigned paper list	<b>ID:</b> UC14
<b>Stakeholders and goals:</b> PC member – view all assigned paper and its status	
<b>Description:</b> Description: The system should allow the PC members to view a list of all their assigned papers with their status, which is either assigned or reviewed	

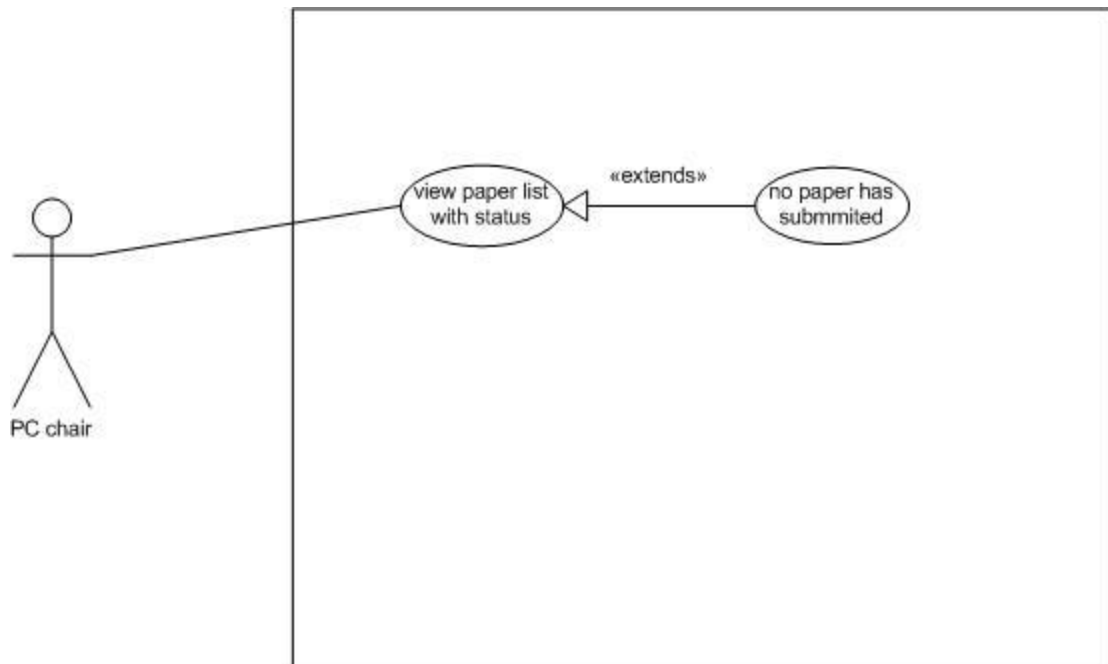
<b>Actors:</b> PC member
<b>Trigger:</b> PC member want to view assign paper list and their list
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. View the list</li> </ol>
<b>Sub-flows:</b> None
<b>Alternative/Exceptional flows:</b> 2a has not assign any paper



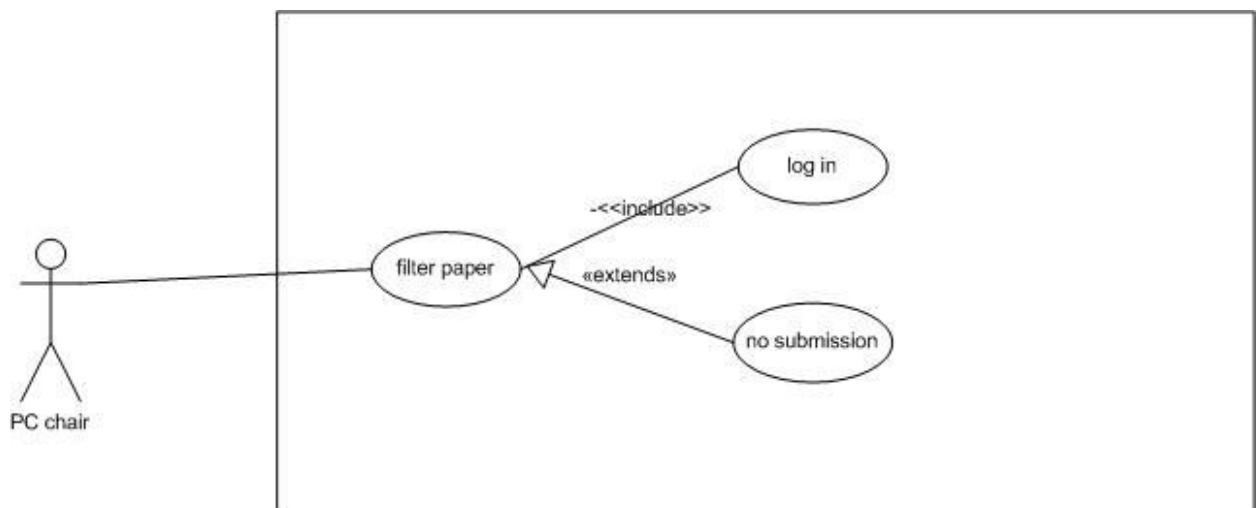
<b>Name:</b> Review	<b>ID:</b> UC15
<b>Stakeholders and goals:</b> PC member --- review the submitted paper	
<b>Description:</b> PC member review the submitted paper and fill review paper	
<b>Actors:</b> PC member	
<b>Trigger:</b> PC member need review submitted paper and fill review paper	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. The PC member choose a submitted paper</li> <li>2. The PC member review the submitted paper</li> <li>3. The PC member fill review paper</li> <li>4. End</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> None	



<b>Name: Final decision make</b>	<b>ID: UC16</b>
<b>Stakeholders and goals:</b> PC chair --- make final decision	
<b>Description:</b> PC chair review the report and make final decision	
<b>Actors:</b> PC chair	
<b>Trigger:</b> PC chair make final decision by review the report that from by PC member	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. The PC chair take a report that produce by PC member</li> <li>2. The PC chair review the report</li> <li>3. The PC chair make a final decision for that submitted paper</li> <li>4. End</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> <p>3a Accept: PC chair accept the submitted paper</p> <p>3b Reject: PC chair reject the submitted paper</p>	

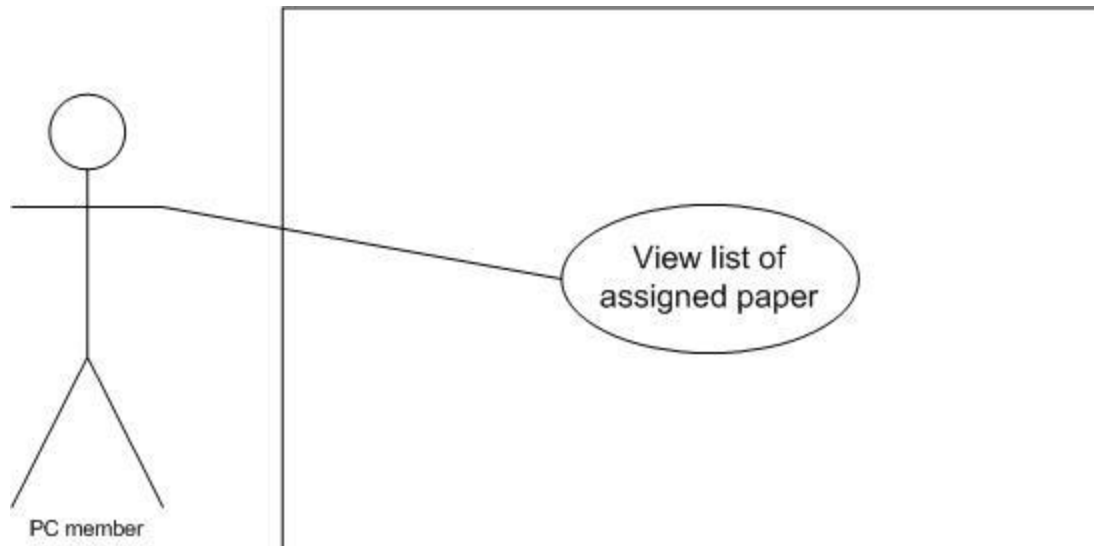


<b>Name: View all paper with status</b>	<b>ID: UC17</b>
<b>Stakeholders and goals:</b> PC chair - to view a list of papers.	
<b>Description:</b> The system should allow PC chair to view a list of all papers with the status in the system.	
<b>Actors:</b> PC chair	
<b>Trigger:</b> The PC chair wants to view a list of papers.	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. View the paper list</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> 2a there is no paper in the list	



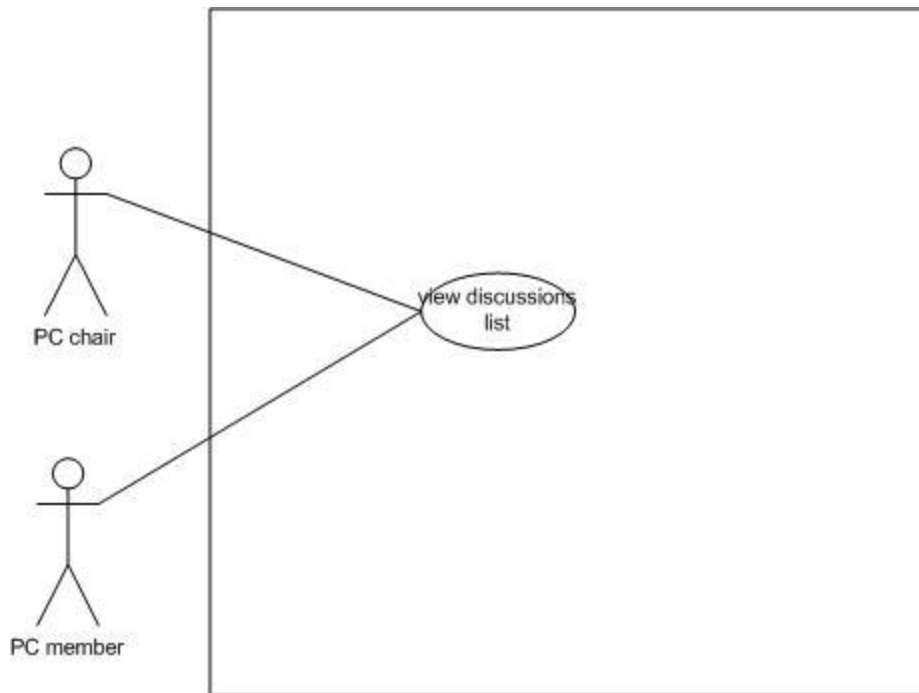
<b>Name: filter paper</b>	<b>ID: UC18</b>
<b>Stakeholders and goals:</b> author – find the specify status paper	
<b>Description:</b> The system should allow PC chair to filter all the papers based on their status.	
<b>Actors:</b> PC chair	
<b>Trigger:</b> author want to view paper by status	

<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. Enter status in filter</li> </ol>
<b>Sub-flows:</b> None
<b>Alternative/Exceptional flows:</b> 1a same as 2.1.2 1a and 1b 2a no submission: there is no submission

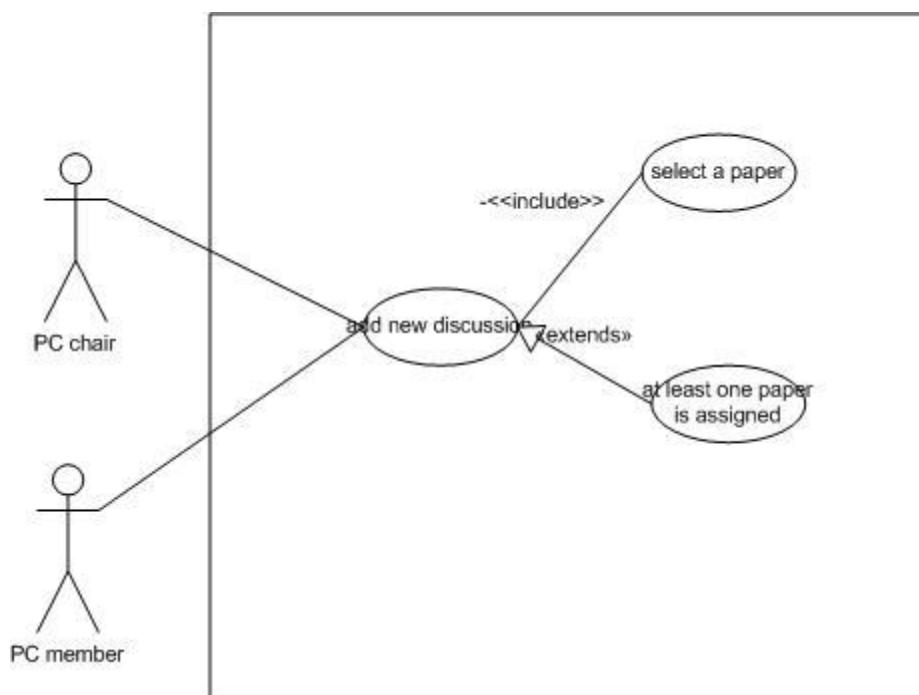


<b>Name:</b> View assigned paper	<b>ID:</b> UC19
<b>Stakeholders and goals:</b> PC member --- view a list of assigned paper	
<b>Description:</b> PC member want to view a list of assigned paper	
<b>Actors:</b> PC member	
<b>Trigger:</b> PC member want to view a list of assigned paper	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. PC member take a assigned paper</li> <li>2. PC member view the assigned paper</li> <li>3. Repeat step1 and step2</li> <li>4. End</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> None	



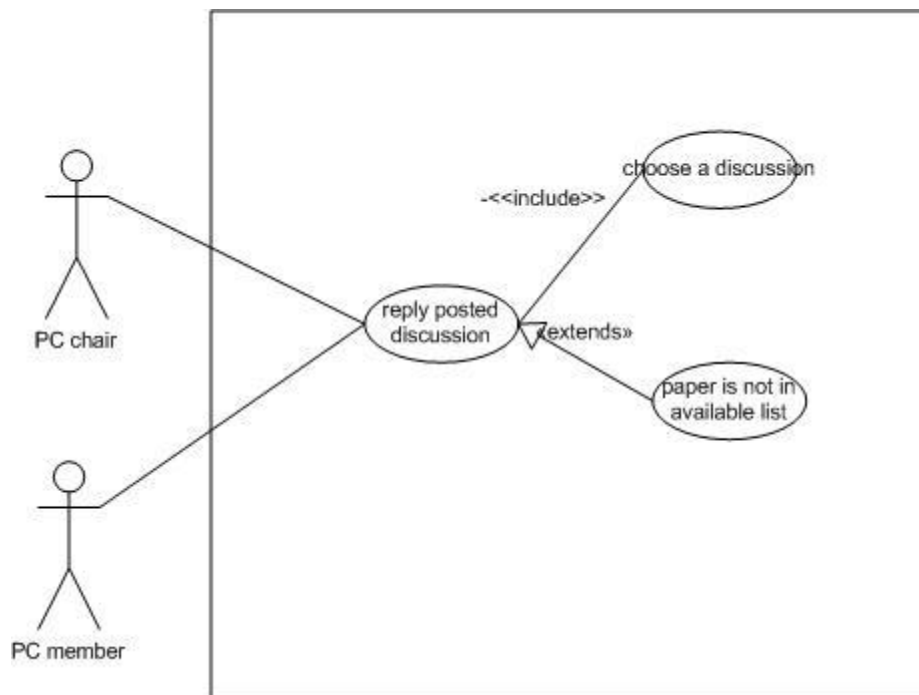


<b>Name: view discussions list</b>	<b>ID: UC20</b>
<b>Stakeholders and goals:</b> PC chair and PC member – view all discussions	
<b>Description:</b> The system should allow PC members and PC chair to view a list of all discussions.	
<b>Actors:</b> PC chair and PC member	
<b>Trigger:</b> PC chair/PC member want to view all discussion list	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. Press button for all discussion</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> None	

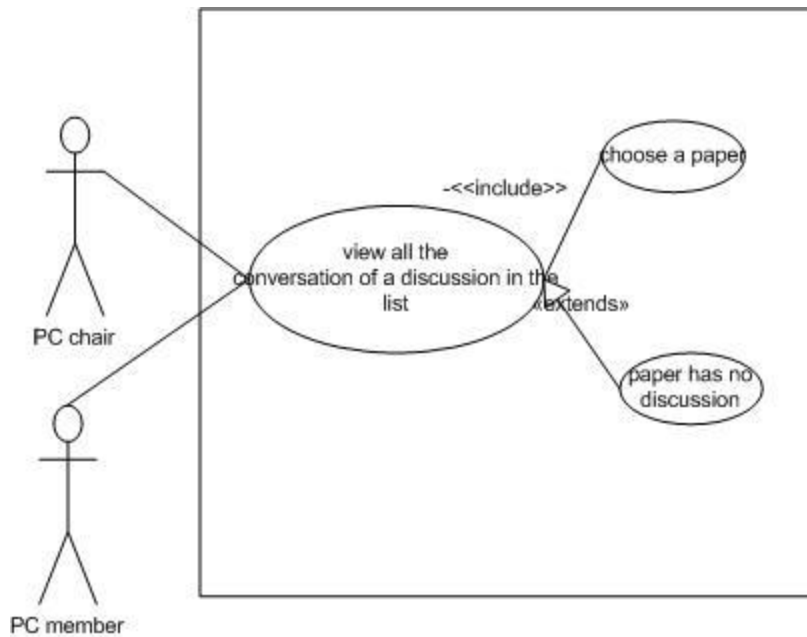


<b>Name: Add new discussion</b>	<b>ID: UC21</b>
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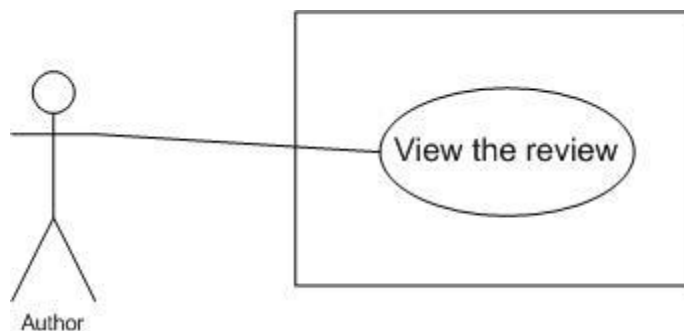
<b>Stakeholders and goals:</b> PC members/PC chair – add a new discussion
<b>Description:</b> The system should allow PC members and PC chair to add a new discussion. They should select a paper form the list provided and provide the comment.
<b>Actors:</b> PC members/ PC chair
<b>Trigger:</b> PC member wants to add a new discussion
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. Select paper from the list</li> <li>3. Add a new discussion</li> </ol>
<b>Sub-flows:</b> None
<b>Alternative/Exceptional flows:</b> 2a no assigned paper: paper has not assigned



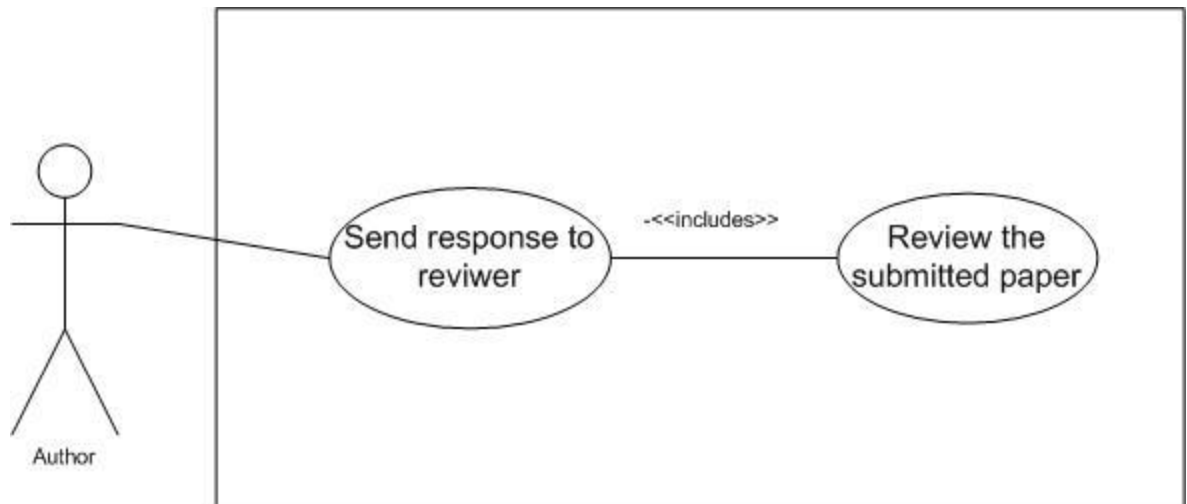
<b>Name:</b> reply posted discussion	<b>ID:</b> UC22
<b>Stakeholders and goals:</b> PC members/ PC chair – reply other's discussion	
<b>Description:</b> The system should allow PC members and PC chair to add a new discussion. They should select a paper form the list provided and provide the comment.	
<b>Actors:</b> PC members/ PC chair	
<b>Trigger:</b> PC members/ PC chair wants to reply a discussion	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. Choose paper list</li> <li>3. View available paper</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> 3a paper is not available	



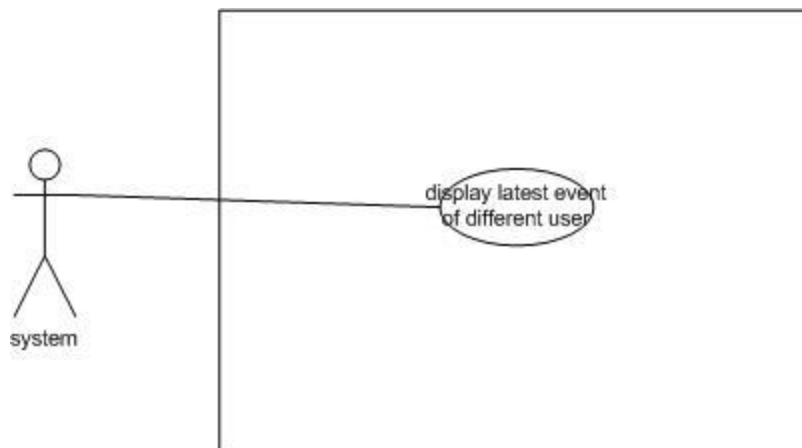
<b>Name:</b> View all the conversation of a discussion	<b>ID:</b> UC23
<b>Stakeholders and goals:</b> PC members/ PC chair – view all the conversation in a discussion	
<b>Description:</b> The system should allow PC members and PC chair to view a list of all the conversations of a discussion about their assigned paper.	
<b>Actors:</b> PC members/ PC chair	
<b>Trigger:</b> PC members/ PC chair wants to view the list of conversations in a discussion	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. Choose an assigned paper</li> <li>3. View the list of all the conversation</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> 3a no discussion: there is no discussion yet	



<b>Name:</b> View the review	<b>ID:</b> UC24
<b>Stakeholders and goals:</b> Author --- to view the review of the submitted paper	
<b>Description:</b> Author views the review of the submitted paper	
<b>Actors:</b> Author	
<b>Trigger:</b> Author views the review of the submitted paper	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. The author press the review button</li> <li>2. The author view the review of the submitted paper</li> <li>3. End</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> None	

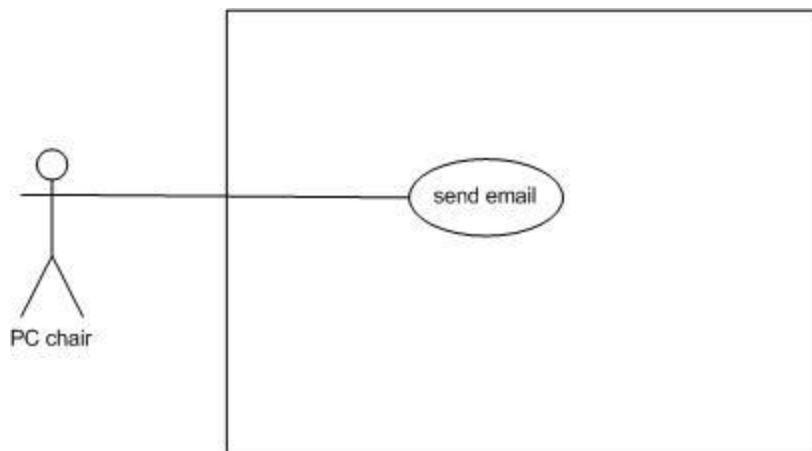


<b>Name: Send response</b>	<b>ID: UC25</b>
<b>Stakeholders and goals:</b> Author --- send response to reviewer	
<b>Description:</b> Author can send response to the reviewer if they want to	
<b>Actors:</b> Author	
<b>Trigger:</b> Author want to send response to the reviewer	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. The author write down the response</li> <li>2. The author send the response to reviewer</li> <li>3. End</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> None	

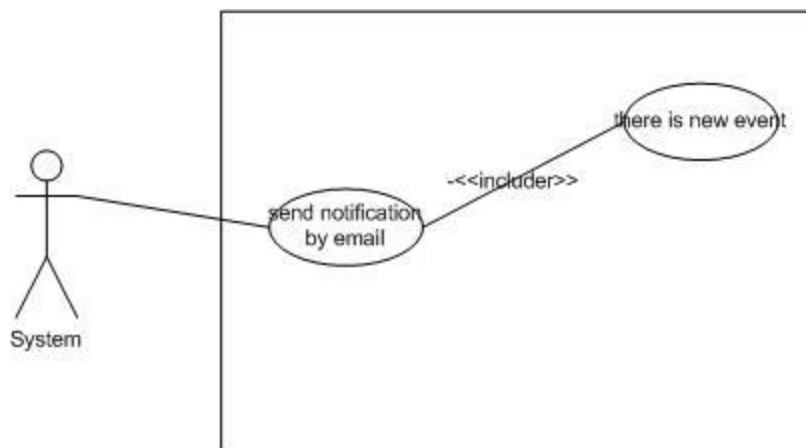


<b>Name: Display latest event of different user</b>	<b>ID: UC26</b>
<b>Stakeholders and goals:</b> system – display all latest event for all user	
<b>Description:</b> The system should be able to display the latest event of different users. <ul style="list-style-type: none"> <li>• For PC chair, the events include the newly registered users, the change of the status of a paper and etc.</li> <li>• For PC members, the events include the newly assigned paper, the reply of their posted discussions and etc.</li> </ul> For authors, the events include the change of the status of submitted paper, the deadline of the paper submission and etc.	
<b>Actors:</b> system	
<b>Trigger:</b> need to see user latest event	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> </ol>	

2. View latest event
<b>Sub-flows:</b> None
<b>Alternative/Exceptional flows:</b> None

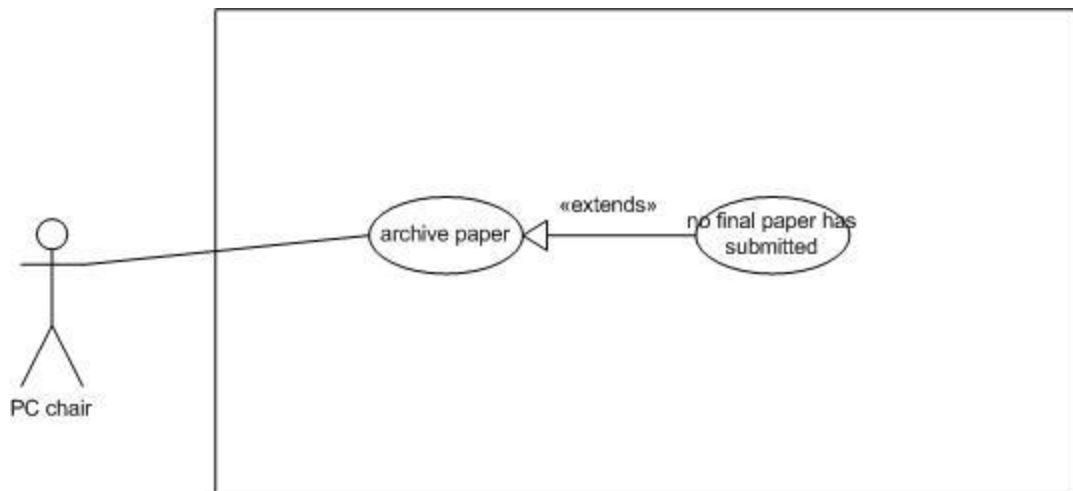


<b>Name:</b> Send email	<b>ID:</b> UC27
<b>Stakeholders and goals:</b> PC chair – send email to other user	
<b>Description:</b> The system should allow PC chair to send emails to other users.	
<b>Actors:</b> PC chair	
<b>Trigger:</b> PC chair need send email to other user	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. Write email</li> <li>3. Write user</li> <li>4. Send email</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> None	

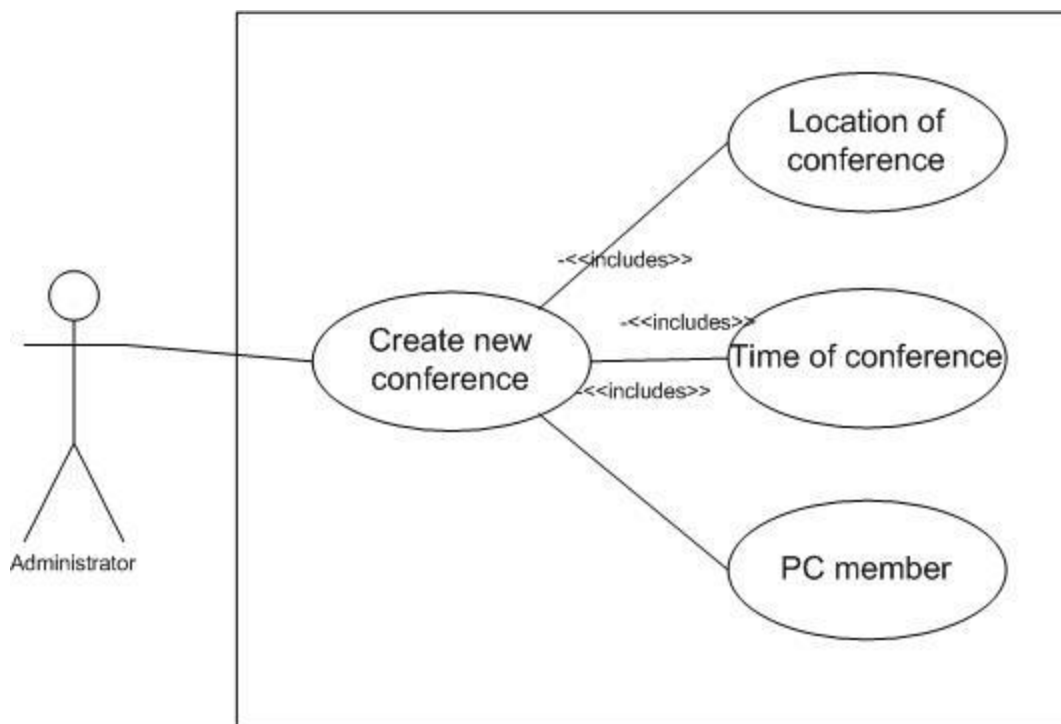


<b>Name:</b> send notification by email	<b>ID:</b> UC28
<b>Stakeholders and goals:</b> system – notify relevant user about new event	
<b>Description:</b> The system should have the capability to send notification to users' email. When there is a new event, an email will be sent to related users' email.	
<b>Actors:</b> System	
<b>Trigger:</b> There is new event	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. There is new event</li> <li>2. Send notification by email</li> </ol>	
<b>Sub-flows:</b> None	

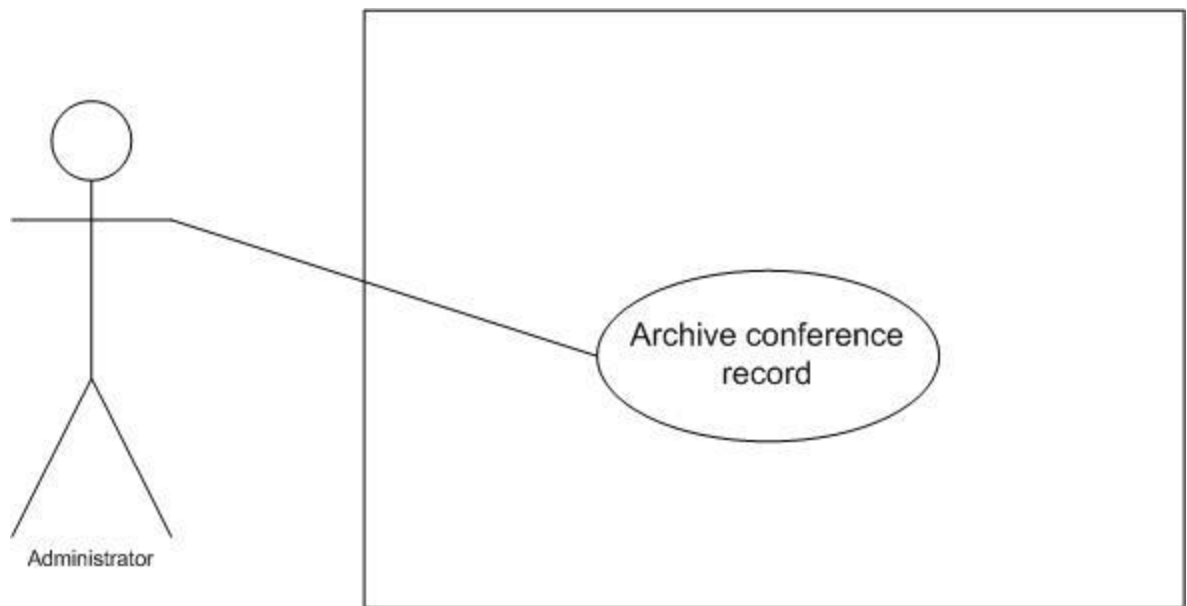
**Alternative/Exceptional flows:** None



<b>Name:</b> Archive paper	<b>ID:</b> UC29
<b>Stakeholders and goals:</b> PC chair	
<b>Description:</b> The system should allow PC chair to archive all the final papers.	
<b>Actors:</b> PC chair	
<b>Trigger:</b> There is paper need to be archived	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Log in</li> <li>2. Choose paper</li> <li>3. Archive paper</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> 2a no paper: no paper has submitted yet	



<b>Name: Create new conference</b>	<b>ID: UC30</b>
<b>Stakeholders and goals:</b> Administrator --- create a new conference	
<b>Description:</b> Administrator can create a new conference	
<b>Actors:</b> Administrator	
<b>Trigger:</b> Administrator to create a new conference when someone need	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. The administrator create new conference</li> <li>2. The administrator decide the location of conference</li> <li>3. The administrator decide the time of conference</li> <li>4. The administrator confirm the PC member who want to go to the conference</li> <li>5. End</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> None	



<b>Name: Archive conference record</b>	<b>ID: UC31</b>
<b>Stakeholders and goals:</b> Administrator --- wants to archive conference record	
<b>Description:</b> Administrator can archive conference record	
<b>Actors:</b> Administrator	
<b>Trigger:</b> The conference is finished	
<b>Normal flow:</b> <ol style="list-style-type: none"> <li>1. Administrator archive record</li> <li>2. End</li> </ol>	
<b>Sub-flows:</b> None	
<b>Alternative/Exceptional flows:</b> None	

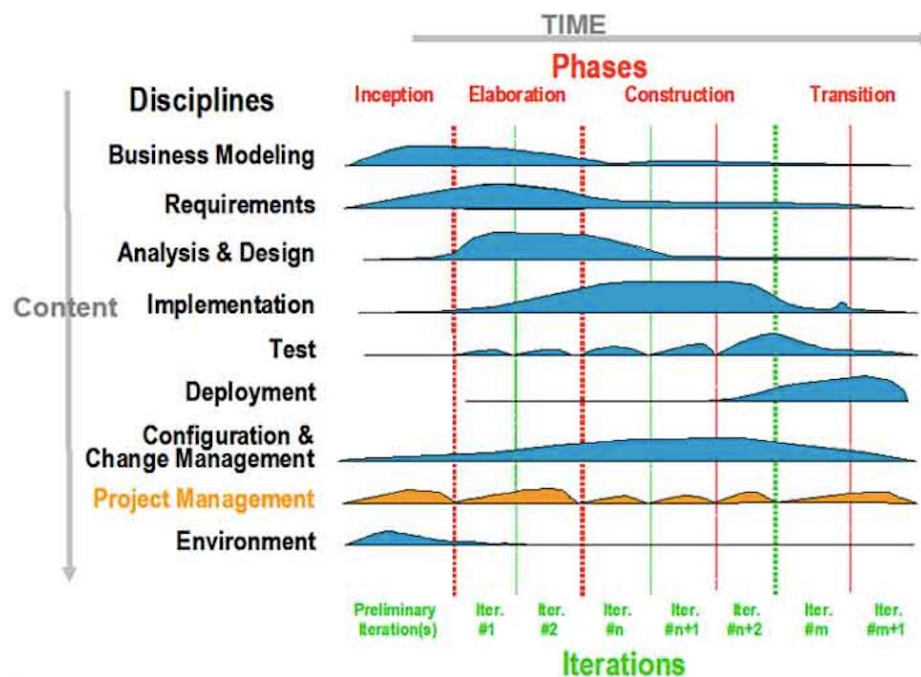
## 6. Group

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### 6.1 Work distribution

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We are using Rational Unified Process to allocate work. And try to finish work as schedule. Majority work has been done as plan. Part of work has been redone. And also all members have worked together well.



### 6.2 Role of each group member

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**Chief System designer:**

Man Pio Lei

**Chief GUI designer:**

Huicheng Xu

**Chief Programmer:**

Yi Luo

**Testing:**

Guannan Yao

**Report editor:**

Mengzhe Wang



### 6.3 Group meeting records

<b>Meeting 1</b>	Time: Week3 Monday
<ol style="list-style-type: none"><li>1. Build up team; all members get to know each other.</li><li>2. Make a rough plan about every week meeting time.</li><li>3. Every one talk about what they are good at in computer science.</li><li>4. Everyone need go home and read the specification carefully and we need an extra meeting this week.</li></ol> <p>2. <u>Rest meeting time</u>: Monday of every week.</p>	
<b>Meeting 2</b>	Time: Week3 Friday (extra meeting)
<ol style="list-style-type: none"><li>1. <u>Discuss project specification</u>, basic understood the assignment, add the information we got from tutorial in, make sure everybody on the same page.</li><li>2. <u>Technology</u>: We decide implement the code with C++ and use git hub.</li><li>3. <u>Work allocation</u>: Business Modeling and Requirements and Analysis &amp; Design will be Finished by Huicheng Xu, Mengzhe Wang, Man Pio Lei, Yi Luo, Guannan Yao Implementation: Huicheng Xu, Mengzhe Wang, Man Pio Lei, Yi Luo, Guannan Yao Test: Yi Luo, Man Pio Lei Deploy: Huicheng Xu, Mengzhe Wang, Guannan Yao</li><li>4. Finishing time: All individual job should be finish by week6, if there is problem we can discuss in the every week meeting, if it is necessary we will arrange an extra meeting. Put all of our works together and put in the final report.</li></ol>	
<b>Meeting 3</b>	Time: Week 4 Monday
<ol style="list-style-type: none"><li>1. <u>Last week's goal</u>: every one has a roughly idea about the part they should do, starting out with the job.</li><li>2. This week's goal is develop the Software Requirements Specification.</li></ol>	
<b>Meeting 4</b>	Time: Week 5 Monday
<ol style="list-style-type: none"><li>1. <u>Last week's goal</u>: The software requirement specification has been developed by Man Pio Lei and Mengzhe Wang.</li><li>2. <u>This week's goal</u>: All members need to do the review of the SRS and start modify SRS .</li></ol>	
<b>Meeting 5</b>	Time: Week 6 Monday
<ol style="list-style-type: none"><li>1. <u>Last week's goal</u>: Since most of member has assignment due to week 5, we just finished review SRS but not start modify the SRS.</li><li>2. <u>This week's goal</u>: finish modify SRS</li></ol>	
<b>Meeting 6</b>	Time: Week7 Monday
<ol style="list-style-type: none"><li>1. <u>Report writing</u>: Finish class diagram and use case diagram, put all the work in the final report, check with specification make sure we have meet all the requirement on it.</li></ol>	

#### Agenda of meeting 1

This is our first meeting we just build our team. We have 5 people in our team. Every one introduced them and talked about what they are good at in the computer science. We decide to hold a meeting every Monday evening since we all have time and just had a weekend to do our work. If it is necessary we will hold extra meeting. Since most of us has not read the specification, we decide hold another meeting after Friday tutorial, so we could read the specification and ask question on Friday.

#### Agenda of meeting 2

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We have discussed the specification, also shared our understanding about the assignment and the information we got from tutorial. We talked about the specification and make sure everyone is on the same page.

We also allocate the individual job today. During the meeting we have discussed the Business case like what is this system that you are to build? Who will it serve? What will it do for them? But this part will be done by Yi Luo. We also talked about the detail plan of the whole project. Risks and counter measures will be done by all group, it will be the problem we met during our doing the assignment. For the Software Requirements Specification, every team member will think about some and put all of them together.

Use case will be done by Guannan Yao and Huicheng Xu.  
Domain model will be done by Mengzhe Wang.

We decide all the individual work should be done before the end of week 6, on the week 7; we will combine the entire work together to make the report.

#### Agenda of meeting 3

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In meeting 3, we have talked in detail about what should our program do, include all the functional requirements and non-functional requirements. We have talked about the architecture about the program, such as BS and CS, but the tutor said we could not use BS for this assignment. We roughly write down all the requirements.

#### Agenda of meeting 4

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In meeting 4, we found more requirements needed and also improved the requirements we wrote previously.

#### Agenda of meeting 5

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In meeting 5, we made a draft report and discussed about it to make further improvements.

#### Agenda of meeting 6

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Since most of the work has been done, the goal of this week is put all the work together and finish the final report.

**Guannan Yao:**

Week 3

On week 3 Monday, I just join the team and met all the members. In our group, most people major in enterprise system development, and I am doing the mobile computing. Since I have not read the specification, we will hold another meeting this week on Friday.

On Friday, we roughly talked about the specification and also got some question need to ask during the tutorial like, what language we can use for the further implementation, which platform our program will be run and how do we save the data.

We have been thinking about using java for this assignment, because the UI in java is easier, however most of us are not familiar with java, so we have to use Java. We also agreed all the individual work should be done before week 6.

Week4

This week we are mainly working on the SRS. We made outline about the assignment.

Week5

This week every one put their work together and finishes the draft of the SRS. I did some modify about the SRS, but I still think it's far away from the final one. We need more things to make it better.

Week 6

Because we have too many assignments due on week 5, so we did not finish the week 5 work. We use week6 to finish those works.

Week7

We made the final version of the report and check if any mistake in it.

**Man Pio Lei:**

Week 2:

In this week, I read the specification and came up with some ideas. I also did some research on the topic.

Week 3:

In this week, I discussed my thoughts with my group members to clarify some issues. I have started working on the SRS.

Week 4:

In this week, I discussed my works with my group members and found out some issues during the meeting. I am still working on the SRS.

Week 5:

In this week, I finished the SRS and discussed it with my group members. We putted all our works together to make a draft report. I also made some modifications to the SRS as discussed in the meeting.

Week 6:

In this week, we finalized the report and discussed further to see if there were any improvements.

Week 7:

In this week, we made the final version of the report.

**Mengzhe Wang:**

Week3

Week 3, on Monday our team was build successfully. There are 5 people in our team, because most of us have not read the specification so we decide range another meeting on Friday. For this time is just a quick meeting to let members knowing each other. On this week second meeting,

we all roughly read the specification and got some question about it. So we decide to ask the tutor during the tutorial.

#### Week4

We focus on some base stuff of SRS this week. Like we wrote the introduction this week. To make everyone clear about what we are going to do, and find more questions need to ask tutor.

#### Week5

In this week meeting we briefly summarize our work about SRS. We all made some improvement about our work. Since this is the first draft, we will make more improvement.

#### Week6

I improved the SRS and made the first version of final draft. I will make more improvement based on this draft.

#### Week7

The group does the final version of report, all we need to do is to read the specification again and see if we have anything forgot to write in our report.

### **Huicheng Xu:**

#### Week 3

According to the requirement of assignment 1, we need to finish this assignment as a team. So I group up with other four people, they are Mengzhe Wang, Guannan Yao, Man Pio Lei, and Yi Luo. After exchanging contact way (Phone number, Email address, and WeChat), we have a short group meeting, we are going to have at least one meeting at every Monday and may have extra meeting at Friday. Because some of us do not read the specification, so we just have intangible ideas for this assignment. At the Friday of this week, we can ask tutor some questions about this assignment, so we have discussed the specification of the assignment, and then outline the some points that we still confused. After asked the question, we allocate task to every team member. I need to do the use case with Guannan Yao.

#### Week 4

At this week, I painted a plant draft and grant chart draft for our team, and talk to our members. And I still look at some use case from lecture notes, to learn how to draw it. And I find I can use Visio to draw it, so I decide to use it to finish it.

#### Week 5

I have look at SRS that produce by Man Pio Lei and Mengzhe Wang. After that, I came out some problem and doubt for their SRS. I talked to them about what I found and reminded them remember to modify it.

#### Week 6

When they still working on their SRS, Guannan and me start to draw the use case diagram and also finish the corresponding use case descriptions.

#### Week 7

All of us finish their parts, and we start to group everything that we have done into one document. We arrange the document, and then modify something that we think unreasonable.

### **Yi Luo:**

Week3: Understand the requirement of the assignment

Read the assignment specification carefully and repeatedly, write down the points of that can't understand, go to see the tutor ask for the answer.

Week4: CMS background research

Look for some current Conference Management System, understand the process of the conference how to be stage, observe what they implement and how did they work, find out the parts of that we can implement in our version.

#### Week5: Product definition

After the previous research, the product should be defined precise. give the advice to other group members for the SRS, and develop some UI and prototype for preparation of the programming stage in the future.

#### Week6: Risk and countermeasure

Try to evaluate for the risk within whole develop process, see how other information system control their risk, and find out our countermeasure to avoid and overcome the risk in our CMS.

#### Week7: Summon the final report

Put all the research output into a final version of the report, edit the document, fix some error, etc.