

Requirements Specification

Conference Management System

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Document Conventions

- Document-related conventions will be marked by bolded italics e.g. ***Header***.
- ***Normal text*** is defined as **Roboto Normal 12**.
- ***Header 1*** is defined as **Roboto Normal 20**.
- ***Header 2*** is defined as **Roboto Normal 16**.
- ***Header 3*** is defined as **Roboto Light 12**.
- Smaller header settings are currently deemed not necessary.
- If Google Docs is used, the above settings are default.
- The first paragraph in each chapter will provide the aim of the chapter.
Chapter specific conventions can also be introduced in the first paragraph.
The first paragraph will be written using ***normal text***.
- Chapter titles will be introduced using ***Header 1***.
- Project-related terminology such as **ActorName** or **ScenarioTitle** will be marked by ***RobotoMono Normal 12 bolded***.
- Paragraphs of any nature should not be split on multiple pages; ***page breaks*** should be inserted when the respective section of the document is final.

Overview

This chapter presents the goal of the project.

Team

This chapter describes team composition, roles and abilities.

Name	Attributes
Bogdan Cristina	
Bratu Andrei	
Breje Mihai	
Catargiu Ecaterina	
Caterenciuc Corina	
Căpușan Cristian	

Glossary

This chapter explains specific technical or domain-related terms present throughout the specification. Terms will be introduced using Header 2 option. Terms will be filled using *normal text*.

Conference Management System (CMS)

Term/abbreviation to refer to the system being implemented.

Abstract

Per [Cambridge](#): “a short form of a speech, article, book, etc., giving only the most important facts or ideas”. Represents an attribute of the **Proposal** entity in our domain.

Listener

The term can be used interchangeably with **Attendee** actors; they are equal for all purposes.

Grade

Refer to **Evaluation** actor.

Comment

Refer to **Evaluation** actor.

CMSUser (Conference Management System User)

Any Actor that uses the CMS.

Claim

The ability of a **CMSUser** to take certain actions on the platform. For example, all **CMSUser** entities would have the **SubmitProposal** claim. Another telling example is the distinction between **SCMPrimaryUser** and **SCMSecondaryUser**: while both have the **SelectSCM** claim, only the **Primary** type has the ability to create a **Conference**.

Actors

See page 130. This chapter identifies the actors in our project and thoroughly defines their role in the project. Actors will be introduced using **Header 2**.

Conference

Described by title, sections, three deadlines corresponding to the three phases. Note that there exists an organisational phase, the zero phase, handled by **Steering Committee Member** entities for the respective conference.

In the **zero phase**, the **SCM** creates meta-data for the Conference, choose the **PCM** and set deadlines which can be modified later.

In the **first phase**, **Researchers** can submit **Proposals**. Per **SCM** preference, there can be two deadlines for the first phase: one for the **abstract**, and another one for the entire document.

In the **second phase**, all the **Proposals** submitted until first phase deadline undergo the **Bidding** and **Evaluation** process (see below), both processes having deadlines set by **SCM**.

In the **third phase**, each **Author** that had it's **paper** accepted in the **evaluation** process will now become a **Speaker**. On the conference site, the content of every presentation will be uploaded by the speaker in the format of their choice (.pdf/.ppt(x) files). A **session chair** is decided from the **PCM** (excluding speakers from the actual section) for each **section** of the conference. The session chair and **PCM** group presentations by sections. The actual presentations take place.

The management of a conference is divided in three phases. All three phases happen under a deadline.

Admin

Superuser entity, able to add or remove **Researcher** entities from the system at will. They have the ability to promote a Researcher to the rank of **Steering Chair**.

Steering Committee Member

Creates and supplies the meta-data of a Conference. Can update **Conference** instance attributes, including deadlines. They have the ability to promote a **CMSUser** to **PCM** or **SCM**. Steering Committee Members are further classified into two categories.

Primary Steering Committee Member

This rank is obtained by manual **Admin** intervention into the **CMSPlatform**. **PrimarySCMUser** is the only entity type that can create a **Conference**. Furthermore, **PrimarySCMUser** can promote a **Researcher** to **SecondarySCMUser** or **PCMUser**, modify and delete owned **Conference** entities.

Secondary Steering Committee Member

Obtained via promotion by **PrimarySCMUser**. Can promote **Researcher** entities to **PCMUser** rank and modify owned **Conference** entities.

Program Committee Member

Entities that participate in the second phase of a conference. Not mutually exclusive with the **Steering Committee Member**. The rank of **Program Committee Member** is held only throughout a conference. **PCM** cannot be demoted after the **zero phase** of the conference.

During the **second phase of the conference**, **PCM** entities participate in the **bidding process** and **evaluation process** (see below).

If a PCM is also the **author** of a **Paper** assigned to its own committee, the entity cannot see the **comments** and **grades** assigned to their **Paper**.

During the two processes mentioned above, PCM entities distinguish themselves into three subtypes:

Program Committee Chair & Co-Chair

Two **PCM** entities whose task is to direct the **bidding** and **evaluation**. They assign **Reviewer** responsibility to other **PCM** entities for a given **Paper**. Between 2 and 4 **Reviewer** entities can be assigned to a **Proposal**. The **Chair** holds veto rights during an **evaluation conflict**. During an **evaluation conflict**, the **Chair** is able to assign a **second opinion reviewer**.

Reviewer

PCM entity tasked with evaluating a **Proposal**. During the **evaluation process**, a **Reviewer** assigns a **grade** and **comment** on the paper. A **grade** and **comment** are final. A reviewer can see other **Reviewers' grades** and **comments** only after submitting theirs.

Second Opinion Reviewer

PCM entity tasked to re-evaluate a **Proposal** having contradictory evaluations in the first round of reviews. The **Second Opinion Reviewer** will **review** the given **Proposal** and has the same attributes as a **Reviewer**.

Bidding

Evaluation

Actor entity found in the **second phase** of the **Conference** entity. See **Bidding** actor for information regarding the process prior to **Evaluation**. The **Reviewers** assigned to a proposal will mark it with a **grade**, and write a **justification** which contains advice on how the paper can be improved. Throughout the **Evaluation**, the **Reviewers** have access to all available information regarding the **Proposal**. A scale for **Evaluation grade** can be found below. Adding on the **grade** and **justification**, a comment system will be available to **Reviewers**. The comment system and the grades/ **justifications** of other Reviewers will be made available after a Reviewer posts their own Evaluation.

If the grades are all positive, the paper is automatically accepted. If the grades are all negative, the paper is automatically rejected. Should the Submission be met with mixed reviews, the **Chair and Co-Chair PCM** must resolve the conflict. To this end, **Evaluations** can be modified and the comment system can be used in order to reach consensus. If consensus is not possible, the **Chair** holds **veto right** over the

result of the **Evaluation**. In a conflict situation, the **Chair** may invite a **Second Opinion Reviewer** in order to form their opinion.

Due to their decisional power, a **PCM Chair/Co-Chair** cannot submit a **Proposal**.

Furthermore, an **Author** that is a **PCM** cannot review their own paper, does not have access to the list of **Reviewers** and is not allowed to see the grades, suggestions or discussion regarding their own **Proposal**.

If consensus cannot be reached by the **second deadline**, the **Proposal** will be rejected by default.

Building on the last paragraph, the **Author** of any **Proposal** does not have access to the Evaluation process while it is ongoing.

Strong Accept	3
Accept	2
Weak Accept	1
Borderline	0
Weak Reject	-1
Reject	-2
Strong Reject	-3

Author

An **Author** is a **CMSUser** that has submitted or has a paper in which he's part of the list of **Authors** submitted as a **Proposal** on the conference site before the **Phase One** deadline. The **Author** can upload as many versions for both deadlines as they wish. The last submission of either the **Abstract** or **Proposal** will be final.

Speaker

A **CMSUser** part of the list of **Authors** from a **Proposal** accepted in the **Evaluation** process (see above) is named a **Speaker**. There is only one **Speaker** for each accepted paper. This **CMSUser** cannot be the **Chair of the Section** in which they present his paper. The **Speaker** can upload the content of the presentation on the **Conference site** in the format of their choice (.pdf/.ppt(x) files) prior to **phase three deadline**.

Scenarios

See page 132. This chapter presents scenarios that appear when using the product in natural language. The purpose of the scenarios is to help the audience understand the scope of the project. The title of a scenario will be introduced using **Heading 2**. Sub-aspects will be introduced using **Header 3: Participating actor instances, Flow of events**. Sub aspects will be filled using **normal text**. *Flow of events* sub-aspect will be presented as a **numerical list**.

Attendees

The conference participants which can be:

1. session chairs - member of the Program Committee (PC member)
2. speakers - the one that submitted a paper; a speaker cannot be the chair of the section in which she/he present his paper.
3. listeners - CMS user that has a valid account on the system

"Submitting Paper" Scenario

Anyone that is interested in holding a conference can submit a paper. The interested person has to create its own user account with the infos required and once the account is created and validated, the user has to sign in and submit the abstract with meta-information(or the full proposal when needed).

The meta-data required for a Proposal: name of the proposal, keywords, topics of interests, authora.

The submission of the papers has to be done in the interval specified. A deadline mentioned on the conference site called "Call for Papers" will be present. After that date, no other paper can be submitted anymore.

There might be 2 different deadlines: one for the abstract and one for the proposal and until each deadline, the user shall constantly provide new versions for both the abstract and the paper.

Bidding scenario

1. Each PC member does a brief analyze of abstracts or papers
2. They decide which paper they want to evaluate

3. The chair/co-chair assign to each reviewer some papers. Usually 3 reviewers should be assigned per paper, but depending on the conference level, there can be 4 reviewers.

If a paper does not have at least 2 reviewers, it is rejected automatically

Evaluation scenario

1. The reviewers read the papers that are assigned to them.

2. They mark it with a grade and write their justification and advice on how the writers can improve their papers.

the qualifiers used to review a paper: strong accept, accept, weak accept, borderline paper, weak reject, reject and strong reject

3. There are 3 cases:

- if the paper is graded with all positive marks, it passes automatically
- if the paper is graded with all negative marks, it is rejected automatically
- if the paper has mixed reviews:

The chair/co-chairs request reviewers to discuss in order to get closer evaluations.

If this will not be possible, the chair decides if another reviewer will evaluate the paper or if the paper will be rejected/accepted

4. Once a reviewer uploads the result of an evaluation, they will see the other evaluations of the same paper delivered by other reviewers.

If an author is a member of PC, they cannot see who are their reviewers of their paper and the comments.

Use Cases

See page 135. This chapter builds up on the Scenarios chapter by detailing all possible interactions between the actors and the system. Use cases should be atomic (e.g. as a **Reviewer** I want to register is different from as a **Reviewer** I want to login) and presented in natural language. The title of the scenario will be introduced using **Heading 2**. Sub aspects will be introduced using **Heading 3**: *Participating actors, Flow of events, Entry conditions, Exit conditions*. *Participating actors, Entry conditions, Exit conditions* will be filled using **normal text** and **bulleted list**. Flow of events will be filled using **normal text** and **numerical list**. Nontechnical requirements sub-aspects can be freely added, as illustrated in the book.

ModifyProposal

Participating Actors

- **Author** entity, owner of the **Proposal**

- **Proposal** entity, accepted into **third phase** of **Conference**

Flow of Events

1. The Author logs in the Conference Management Platform and navigates to the “My Proposals” section.
2. The Author selects the desired Proposal.
3. The Author can review the Evaluations, consisting of grade and justification, left by Reviewers.
4. The Author can act on them and upload a new form of the Proposal
5. The new Proposal form will replace the old one. The new form does not require further review from PCM.

Entry Conditions

- Author has accepted Proposal into the third phase of the Conference.
- The second deadline of the Conference has been reached.

Exit Conditions

- The Author has uploaded a valid file format, and receives positive feedback on the upload
- The Author has uploaded an unacceptable format, and is informed about accepted file formats via a prompt.

CMSUserLogout

Participating Actors

- Initiated by **CMSUser**
- Communicating with **CMS**

Flow of Events

1. A logged in CMSUser presses the drop-down menu besides his profile from the header and selects the “Log out” option.
2. The CMS responds by presenting a prompt (in focus) that verifies the intent to log out.
3. If the CMSUser negates the attempt to log out, nothing will change besides the removal of the prompt.
If the CMSUser confirms it, the CMS responds by removing the user filled profile section and presents a generic one with the option to log in or sign up, with a redirect to the main page if the action was done from a user-specific page.

Entry Conditions

- **CMSUser** already logged in

Exit Conditions

- **CMSUser** logged off and brought to main page, if confirmation given

PCMBid

Participating Actors

- Initiated by **PCM** member that has not cast their bidding vote.
- Communicates with **PCM Chair & Co-Chair**
- A Conference entity in the Second Phase

Flow of Events

1. A logged in PCM navigates to the “My conferences” section and selects a desired conference, then goes to the proposals section.
2. The PCM can look at all the proposals that were sent and it can read each one. If desired, it can filter through them.
3. If one of the proposals is of PCM’s interest, he can notify the PCM Chair & Co-Chair that he is disponible to be a reviewer of said paper by bidding on it, pressing the “Positive Bid” button. If the Proposal is of no interest, the PCMUser can click the “Negative Bid” button.
4. The vote can be changed as many times as wished until the bidding deadline. A PCM can bid on any amount of proposals.
5. Not casting a vote for a certain Proposal by the deadline counts as an automatic “Negative Bid”.
6. After the bidding deadline ends, the PCM Chair & Co-Chair will select the desired reviewers of each paper (based on the researcher’s background knowledge) and will notify a PCM if his bid was successful.

Entry Conditions

-

ReviewerGradeComment

Participating Actors

- Initiated by **PCM/Reviewer**
- Communicates with **CMS**

Flow of Events

1. A logged in **Reviewer** will navigate to the **Proposals** section and filter them by "Papers to be evaluated".
2. The **Reviewer** can download the **Proposal** by clicking on its name.
3. After reading the **Proposal**, the Reviewer will press the "Evaluate this paper" button.
4. A pop-up page will appear offering the option to choose between "Strong Accept", "Accept", "Weak Accept", "Borderline Paper", "Weak Reject", "Reject", and "Strong Reject".
5. After choosing the qualifier, the Reviewer has to leave a set of justifications, in order to justify his choice. The set of justifications will be inputted in a textarea, that supports basic text edit.
6. When the paper has been graded and commented, the Reviewer can press the "Submit Review" button or the "Cancel" button.

Entry Conditions

1. The **CMSUser** is logged in
2. The **CMSUser** has **PMC** authority and is designated as **Reviewer**.

Exit Conditions

1. The **Reviewer** adds their **Evaluation** by clicking "Submit Review" button
2. The **Reviewer** cancels their Review using "Cancel" button

SetSecondOpinionReviewer

Participating Actors

- Initiated by **PCM Chair**
- Communicates with **PCM/Reviewer**

Flow of Events

1. If the **Evaluation** of a **Proposal** is inconclusive, the **Reviewers** of the paper cannot come to a conclusive **Evaluation**. From a list of Reviewers that were not assigned to the respective **Proposal** before, the **PCM Chair** will select one to be the **Second Opinion Reviewer**.
2. The **PCM Chair** will take into account the **Second Opinion Reviewer's Evaluation**, keeping the **Veto Right**.

SCMCreateConference

Participating Actors

- Initiated by **CMSUser** with **PrimarySCM claims**.
- Results in creation of **Conference** entity.

Flow of Events

1. **PrimarySCMUser** logs in the **CMS** platform
2. From the dashboard, **PrimarySCMUser** has access to the “Create Conference” button, and clicks it.
3. A pop-up form appears, where the following attributes must be filled: conference name, edition, description, **Zero Phase** deadline, one or two deadlines for **First Phase** (see **Submitting Paper** scenario), two deadlines for **Second Phase (Bidding and Evaluation)**, **Third Phase** deadline.
4. Filling conference name allows to select the name of formerly organised Conferences, modelling the yearly/ periodic behaviour of real Conferences. Furthermore, the edition field will be completed by the system.
5. The system will prevent the “Create” action if input is not valid: deadlines must have a minimum 2 weeks between them, title must not be duplicate.
6. **PrimarySCMUser** clicks on the “Create” button, and **CMS** navigates to the “Conferences” section, “My Conferences” sub-section, visible only to **SCM**. The **PrimarySCMUser** can now add other **SCMUsers**, **PCMUsers**, edit or delete the **Conference** entity. Only actions in accordance with **Zero Phase** of **Conference** and **SCMUser claims** are displayed.

Entry Conditions

- **CMSUser** is authenticated.
- **CMSUser** has **PrimarySCMUser** associated claims.

Exit Conditions

- Conference entity is created successfully.
- CSMUser cancels the process using “Cancel” button on the pop-up form.

DelegateEditPCM

Participating Actors

- **SCMUser** that assigns the **PCMUsers**

The Other Half

- Researchers that are delegated to PCMUsers
- Conference entity owned by PCMUser

Flow of Events

1. SCMUser navigates to the “Conferences” section, “My Conferences” sub-section; a list of Conferences organised by the SCMUser is displayed.
2. Each Conference can be interacted with using multiple actions, which are displayed inline with the Conference title. Only SCMUser related actions are displayed, such as, edit title, edit deadlines, edit PCM members. Only actions that match the Conference Zero Phase are displayed.
3. SCMUser clicks on the “Edit PCM Members” button; a pop-up appears, offering two dropdowns and a multiple picker
 - a. The dropdowns are filled using a search-by-name mechanism applied over all users of the system. They are used for selecting the Chair and Co-Chair of the system.
 - b. The multiple picker implements a similar search mechanism, but allows selecting multiple Researchers to be promoted to PCMUser
4. If PCMUsers had been chosen before, the fields mentioned above will be automatically filled; PCM status can be removed using an ‘X’ icon placed inline with each CMSUser name.
5. PCM members must be filled by **Zero Phase** deadline, or the conference is automatically removed; at least 3 Reviewers must be assigned, besides the Chair and Co-Chair, bringing the total to 5 PCMUsers; this condition is validated by the system, which enables/ disables the “Submit” button accordingly.
6. SCMUser can cancel the modifications using the “Cancel” button. A confirmation pop-up will be displayed.
7. SCMUser can submit the modifications using the “Submit” button.
8. New/ removed PCMUser members will be notified accordingly.

Entry Conditions

- Authenticated SCMUser
- Conference that is edited must be in its Zero Phase

Exit Conditions

- SCMUser submits modifications, that were validated by the system before submission; affected users are notified accordingly.
- SCMUser cancels the modification operation.

AttendeeViewConferences

Participating Actors

- Initiated by **CMSUser**

Flow of Events

1. From the main page, a client, not necessarily logged in, should have a button easily identifiable which will take him to a different page listing all the already available conferences at which he can participate.
2. Eventually, a short sneak peek/preview list should be displayed along that button, making it a "See more" button.
3. At the listing page, filtering should be provided, mainly based on topic, but the usual ones (based on most recent, highest rating) should also be implemented.
4. If no conference is ready to go, a message should be displayed inviting the user to come back later.

Entry Conditions

- **CMSUser** accessing the system

Exit Conditions

- **CMSUser** clicks on the button and sees open conferences, if any available.

AttendeeRegisterToConference

Participating actors

- Initiated by **CMSUser**

Flow of events

1. **CMSUser** selects a desired conference from the list. A pop-up like window (referred as CWindow further down) should be displayed that expands on the conference's details.
2. If interested, the **CMSUser** can forward a participation request by clicking on the CWindow's side-bar button "I want to participate".
3. If the **CMSUser** is not logged in, he will be presented with a log-in request. If he refuses, the process stops here.
In case he is logged/logs in:

The Other Half

- If the profile of the **CMSUser** is fully completed, the information (full name, email, address etc) is gathered from there and presented for confirmation, the user can choose to keep it or change anything from it.
 - If the profile of the **CMSUser** is not giving enough, a form will be presented to the user for completion (as above: full name, email, address etc) in order for the participation to be committed. If the user refuses (presses “Cancel” button), the form will disappear and CWindow shown, without registering any participation.
4. If valid registration, present to user that everything is alright and he will receive a confirmation and more details via email.

Entry Conditions

- **AttendeeViewConferences** step should be taken.

Exit Conditions

- Successful registration to a conference if the user gives enough information about himself.
- Unsuccessful attempt to participate if the user refuses to complete the registration form.

SpeakerUploadMaterial

Participating Actors

- Initiated by **Speaker**

Flow of Events

1. **Speaker** navigates to the “Conferences” section, “My Conferences” sub-section; a list of Conferences in which this particular user participates.
2. **Speaker** selects one of the Conferences denoted with the “Speaker” label, a pop-up like window (referred as CWindow further down) which expands on the information of the conference will be displayed.
3. The CWindow’s will show, if already present, any file uploaded as support with an option to remove it (via a right side “x” method and prompting for confirmation).
4. On the CWindow’s side-bar, an attachment “form” under the name of “Attach supporting material” can be clicked by **Speaker** which will bring a file picker to focus, from which files can be selected from the user’s local storage. If a non-conforming format is chosen, a warning message will be shown to the user informing him of the restriction on file formats and telling him to upload a valid one.

The Other Half

5. If a proper file is chosen, the user will have two options: a "Submit" button and a "Cancel" one. After hitting Submit or Cancel a confirmation pop-up will be presented waiting for input. If Cancel is pressed, the file will not be stored anywhere. If Submit is pressed, the **Speaker** will be notified of the success of this operation.
6. The **Speaker** will have access and can modify this file anytime. (Even at a time-cushion post-event).

Entry Conditions

- Logged in **CMSUser**
- **Speaker** permissions and elevation of the **CMSUser** at the given conference

Exit Conditions

- No changes made
- **Speaker** removes a supporting material
- **Speaker** tries to upload a bad format file and is prompted to change it
- **Speaker** uploads a valid format and the file is accepted as presenting material, showing in the "Supporting Material" list
- **Speaker** uploads a valid format, but presses the Cancel button, the file is not sent and no change is made

AdminPromotesSCM

Participating actors

- Initiated by **Admin**
- A **CMSUser** that is assigned by the admin
- Results in the creation of a **SCMUser**

Flow of events

1. **Admin** logs in the **CMS** platform.
2. On the platform the **Admin** has access to a list containing all **CMSUsers** along with their Usernames. From the list the **Admin** searches the desired **CMSUser**.
3. Once the desired **CMSUser** is found, the **Admin** clicks on the selected user and a "Promote to SCM" option will appear.
4. The **Admin** clicks on the option and a confirmation message will appear, asking the admin if sure about the decision, if he refuses, the process is stopped here, if not, a **SCMUser** is created.

Entry Conditions

- **Admin** accessing the system.

Exit Conditions

- **Admin** confirms the modification and the affected **CMSUser** is notified.
- **Admin** cancels the modification operation.

CMSUser Register

Participating Actors

- Initiated by **CMSUser**.
- Communicating with **CMS**.

Flow of events

1. A non-authorized **CMSUser** presses the "Register" button on the landing page.
2. **CMS** directs him to a pop-up form where the user is required to input the following attributes:
 - Unique username
 - Password
 - Full Name
 - Email
3. CMS validates the data, and does not allow submitting if data is invalid. If the data is not valid, the user is required to change their input
4. CMSUser presses "Accept" button
5. If the data is valid (username is unique, email is valid and unused), the user is directed to the home page as a logged-in user.

Entry conditions

- CMSUser not logged-in
- CMSUser data is valid

Exit conditions

- CMSUser is registered and logged in

Design

This chapter describes the project from a technical standpoint: technologies used, UML diagrams, architecture of the project.