



MONASH
University

MONCC CMS USER GUIDE

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Welcome!

We are excited to introduce Monash Conference Centre's new conference management system—commonly referred to as the MonCC CMS.

You probably have lots of questions about this great new tool: What is it? What does it do? How does it work?

This manual will answer many of your questions, and it will provide you with specific guidance that will help you migrate your content successfully.

Getting Started

It's important for you to have a baseline understanding of what a CMS is and what it can do for you. Here are some answers to the most commonly asked questions.

What is a CMS?

A conference management system is software that supports the organization of conferences. It helps the program chair(s), the author(s) and the reviewer(s) in their respective activities.

What does it do?

A CMS will enable you to organize your system without any advanced technical skills.

System Features

Mandatory features (Conference Management System will provide):

- User Registration
- Conference Management
- Paper Submission
- Review Management
- Conference Administration

How does it work?

The system uses an authentication to prevent unauthorized access to the system. Therefore, each user who will be working on the system must have a MonCC CMS user account to log onto the system. The user must also be assigned roles within the system.

The roles on the system are:

- Chair

For example, a chair can create a conference and assign a paper to reviewer; a reviewer can review and give a rating for the paper; an author can submit a paper; an administrator can display all details of users, papers and conferences.

Technical Manual

It's Time to Get Technical

Now that you understand what CMS is, it's time for you to learn how to use the technology behind the CMS. We've created this technical manual to help you learn how to use the system.

This technical manual begins with the basics - how to register - and goes through the steps you will need to master in order to use the CMS.

Read through the following pages to learn more. There is dummy data at the end of this manual. And remember - if you get stuck, or need help, please email to MonCC, customer_service@moncc.monash.edu.

General System Information

When the system starts, users can see the welcome page of this system. The user should choose one of three options – register, log in, and exit respectively.

[illegible]

<Figure 1. The welcome page of MonCC CMS>

User Registration

Step1. Input number “1” to register this system

If this is your first visit to this system, you must select [1] register to obtain system usage rights.

Step2. Choose your role

Users can choose 4 different roles – chair, reviewer, author or admin respectively.

```
|||||
      You choose to register as a new user
      Please read the following instructions for registration process

      ::::::::::::::::::::::::::::::
      | Choose your role below : |
      ::::::::::::::::::::::::::::::
      | [1] Chair                 |
      | [2] Reviewer             |
      | [3] Author               |
      | [4] Admin                |
      | [5] Cancel               |
      |                         |
      =====
      Please type your answer :
```

<Figure 2. Choose the role>

- [1] Chair - User who have an authority to create new conference
- [2] Reviewer - User who have a responsibility to review the paper that has been submitted
- [3] Author - User who allowed submitting paper related to the conference
- [4] Admin - Super user who can see all details of users, conferences, papers and keywords
- [5] Cancel – Back to welcome page

Step3. Input user detail

A user should fill out user’s detail to register this system. System requires “Name”, “Username”, “Job Title”, “email” and “Password”

```
>> Please insert your name : John Smith
>> Please insert your username : js1
>> Please insert your job title : CFO
>> Please insert your email : johnsmith@monash.edu.au
>> Please set your password : passme|
```

<Figure 3. Registration page>

When a user completes filling out user details, a registration will be successfully done.

```

::::::::::::::::::::::::::::::::::::::::::::::::::::::::::
Hi Chair JS1! Welcome to MonCC CMS
:: Please read your details below ::
=====
>> Name : John Smith
>> User Name: js1
>> Role : Chair
>> Job Title: CFO
>> Email : johnsmith@monash.edu.au
>> Password : passme
=====
#####
:: Thankyou for register to MonCC CMS, ::
:: Your data has been saved to our database ::
:: Please remember your USERNAME and PASSWORD from now on to access your account ::
:: Just input your registered username and password for log in to your new account ::
#####

*****LOG**IN*****
>> Please insert your username :

```

<Figure 4. Success to register>

Logging In

A user, who has username, can log in the system. Initial access is granted by navigating to the page depends on users' roles.

```

::::::::::::::::::::::::::::::::::::::::::::::::::::::::::
| Welcome to MonCC CMS |
::::::::::::::::::::::::::::::::::::::::::::::::::::::::::
|Please choose the options below :|
=====
| [1] Register |
| [2] LogIn |
=====
Please input the option number : 2

*****LOG**IN*****
>> Please insert your username : Mantha
>> Please insert your password :

```

<Figure 5. Log in page>

- Step1. Input "2" to log in
- Step2. Insert "username"
- Step3. Insert "password"

Conference Management (Chair(s) page)

People whose roles are chair use this page.

```
////////////////////////////////////
**MonCC CMS**
Welcome Again Chair JS1!
::::::::::::::::::::::::::::::::::::
|| Please choose the options below :||
::::::::::::::::::::::::::::::::::::
| [1] Create Conference |
| [2] Display Conferences |
| [3] Assign Paper To Reviewer |
| [4] Examine Paper's Review |
| [5] Send Notification To Author |
| [6] Log Out |
=====
Please input the option number :
```

<Figure 6. Success to register>

- [1] Create Conference – to create new conferences
- [2] Display Conferences – to display either all conferences or this chair’s created conferences
- [3] Assign Paper To Reviewer – to assign papers to reviewers who have same expertise with papers
- [4] Examine Paper’s Review – to accept or reject reviewer’s review
- [5] Send Notification To Author – to send notification to author to inform status of examining paper review
- [6] Log Out – logs out from the system and back to welcome page

If a user wants to create conference

Step1. Input “1”

Step2. Insert the title of conference

Step3. Input the keyword number (can choose various keywords)

<Figure 12. Display all conferences1>

```
:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
:o:o                CONFERENCES LIST                :o:o
:~::~~::~~::~~::~~::~~::~~::~~::~~::~~::~~::~~::~~:
[1] The Art of Computer Programming

:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
Please select the conference for more details :
```

<Figure 13. Display all conferences2>

```
*****SELECT THE PAPER BELOW*****
:~::~~::~~::~~::~~::~~::~~::~~::~~::~~::~~::~~::~~:
ID : [1] Cloud Storage in 2017
>> Author : Clark Gable

>> Topic :
.o. IT

>> Conference : Cloud Storage
>> Deadline Review : 30-12-2017
>> Total Reviews : 4
>> Total Reviewers : 5 of 4
=====
ID : [2] Healthy Junk Food
>> Author : Bill Condon

>> Topic :
.o. Food

>> Conference : Junk Food
>> Deadline Review : 30-11-2017
>> Total Reviews : 0
>> Total Reviewers : 1 of 4
=====
Input the Paper's ID : |
```

<Figure 14. Display all conferences3>

```

:::::::::::::SELECT REVIEWER:::::::::::::
>> Selected paper : Healthy Junk Food
>> Author : Bill Condon
>> Papers' Topics:
    .o. Food
>> Papers' Reviewers: 1 of 4
:::::::::::::
>> ID: [1]
>> Name : Malia

=====
Insert the reviewer ID: 1

>o The reviewer you have chose is: Malia

```

<Figure 15. Display all conferences4>

```

:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
:o:o          PAPER DETAILS          :o:o
:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
>> Author : Bill Condon
>> Title : Healthy Junk Food
>> Conference : Junk Food
>> Topic :
    [1]Food

>> Content :
    >o There is no healthy junk food

>> Status : Reviewing
>> Total Reviews : 0
>> Total Reviewers : 2

>> Reviewer :
    [1] Samantha
    [2] Malia

>> Review :
:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o

```

<Figure 16. Display all conferences5>

Step5. Choose [2] Display my conferences

```
.....
::      **MY PAPERS LIST**      ::
.....
ID : [1] Cloud Storage in 2017
>> Author : Clark Gable

>> Topic :
.o. IT

>> Conference : Cloud Storage
>> Deadline Review : 30-12-2017
>> Total Reviews : 4
>> Total Reviewers : 5 of 4
=====
ID : [2] Healthy Junk Food
>> Author : Bill Condon

>> Topic :
.o. Food

>> Conference : Junk Food
>> Deadline Review : 30-11-2017
>> Total Reviews : 0
>> Total Reviewers : 2 of 4
=====
Insert Papers' ID you want to examine the review: |
```

<Figure 17. Display my conferences1>

3. Assign paper to reviewer

Step1. Choose [3] Assign paper To Reviewer

Step2. Input paper ID, which you want to assign to reviewer

Step3. Insert reviewer ID, who has same expertise with paper

```

*****SELECT THE PAPER BELOW*****
::::::::::::::::::::::::::::::::::::
ID : [1] Cloud Storage in 2017
>> Author : Clark Gable

>> Topic :
.o. IT

>> Conference : Cloud Storage
>> Deadline Review : 30-12-2017
>> Total Reviews : 3
>> Total Reviewers : 4 of 4
=====
ID : [2] Healthy Junk Food
>> Author : Bill Condon

>> Topic :
.o. Food

>> Conference : Junk Food
>> Deadline Review : 30-11-2017
>> Total Reviews : 0
>> Total Reviewers : 1 of 4
=====
Input the Paper's ID : 2

:::::::::::::::::SELECT REVIEWER:::::::::::::::::
>> Selected paper : Healthy Junk Food
>> Author : Bill Condon
>> Papers' Topics:
.o. Food
>> Papers' Reviewers: 1 of 4
:::::::::::::::::
>> ID: [1]
>> Name : Malia
=====
Insert the reviewer ID: 1|

```

<Figure 18. Assign paper to reviewer1>

```

:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
:o:o                PAPER DETAILS                :o:o
:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
>> Author : Bill Condon
>> Title : Healthy Junk Food
>> Conference : Junk Food
>> Topic :
[1]Food

>> Content :
>o There is no healthy junk food

>> Status : Reviewing
>> Total Reviews : 0
>> Total Reviewers : 2

>> Reviewer :
[1] Samantha
[2] Malia

>> Review :
:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o

```

<Figure 19. Assign paper to reviewer2>

4. Examine paper's review

Step1. Input '4' on Chair's welcome page

Step2. Insert paper ID, which you want to examine the review

```

:::
::      **MY PAPERS LIST**      ::
:::
ID : [1] Cloud Storage in 2017
>> Author : Clark Gable

>> Topic :
    .o. IT

>> Conference : Cloud Storage
>> Deadline Review : 30-12-2017
>> Total Reviews : 3
>> Total Reviewers : 4 of 4
=====
ID : [2] Healthy Junk Food
>> Author : Bill Condon

>> Topic :
    .o. Food

>> Conference : Junk Food
>> Deadline Review : 30-11-2017
>> Total Reviews : 0
>> Total Reviewers : 2 of 4
=====
Insert Papers' ID you want to examine the review: 1|

```

<Figure 29. Examine paper review 1>

Step3. Insert reviews number, which you want to examine the review

```

:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
:o:o          PAPER DETAILS          :o:o
:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
>> Author : Clark Gable
>> Title : Cloud Storage in 2017
>> Conference : Cloud Storage
>> Topic :
    [1]IT

>> Content :
    >o It's pretty clear that people and businesses will cont
    >o Given the multitude of cloud storage providers out the

>> Status : Reviewing
>> Total Reviews : 3
>> Total Reviewers : 4

>> Reviewer :
    [1] Sugar
    [2] Vivien Leigh
    [3] Sam Worthington
    [4] Samantha

>> Review :

    [1] Reviewer : Vivien Leigh
        >o Papers' Rating : 8
        >o Reviews' Status : Submitted
        >o Comment: This paper is good actualy

    [2] Reviewer : Sam Worthington
        >o Papers' Rating : 2
        >o Reviews' Status : Submitted
        >o Comment: This paper is bad actualy

    [3] Reviewer : Samantha
        >o Papers' Rating : 1
        >o Reviews' Status : Submitted
        >o Comment: I dont want to read this paper
:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
    Insert reviews' number you want to examine: 3|

```

<Figure 30. Examine paper review 2>

Step4. Choose either “Accept” or “Reject” and Confirmation it


```

Please input the option number : 5

>> Select paper to send notification to the Author
ID : [1] Cloud Storage in 2017
>> Author : Clark Gable

>> Topic :
.o. IT

>> Conference : Cloud Storage
>> Deadline Review : 30-12-2017
>> Total Reviews : 3
>> Total Reviewers : 4 of 4
=====
ID : [2] Healthy Junk Food
>> Author : Bill Condon

>> Topic :
.o. Food

>> Conference : Junk Food
>> Deadline Review : 30-11-2017
>> Total Reviews : 0
>> Total Reviewers : 1 of 4
=====
Please input the papers' ID : 1

>> Type the notification message for the Author:

!!ERROR : Invalid Input. Please do not enter a blank space

>> Type the notification message for the Author: Notification is finished

>> Notification is successfully sent to the Author Clark Gable

```

<Figure 32. Send notification to author>

Paper Submission (Author(s) page)

People whose roles are author use this page.

```

////////////////////////////////////
**MonCC CMS**
Welcome Again Author CONDON!
::::::::::::::::::::::::::::::::::::
|| Please choose the options below : ||
::::::::::::::::::::::::::::::::::::
| [1] Submit Paper For Conference |
| [2] Display Conferences         |
| [3] Display Paper Detail       |
| [4] Check Notification         |
| [5] Log Out                   |
=====
Please input the option number :

```

<Figure 33. Author page>

There are 5 options that authors can choose on the system.

- [1] Submit Paper For Conference – the paper submission page for the conference
- [2] Display Conferences – to check current available conferences
- [3] Display Paper Detail – to display current author's submitted papers
- [4] Check Notification – to check notifications from chairs
- [5] Log Out – Logs out from the system and back to Welcome page

1. Submit Paper For Conference

Step1. Insert “1” on the welcome page

Step2. Select the conference you want to submit the paper

Step3. Insert the title of paper

Step4. Type content of your paper (When you finish to write the content, you should type '--' in last line of content)

```
Please input the option number : 1

:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
::                CONFERENCES LIST                ::
=====
[1] Cloud Storage
[2] Next Product Launching
[3] Junk Food

:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
=====
Please select the conference you want to submit : 3

::::::::::::CREATE NEW PAPER::::::::::::
>> Please insert the title: Mr. McDonald
>> Please insert content of your paper
    Type only '--' at the final line and press enter to finish
Junk Foods such as McDonald and KFC are not good for your health
--

>>o Your Paper : Mr. McDonald - successfully submitted!
```

<Figure 34. Submit paper 1>

```
>>o Your Paper : Mr. McDonald - successfully submitted!

:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
:o:o                PAPER DETAILS                :o:o
:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
>> Author : Clark Gable
>> Title : Mr. McDonald
>> Conference : Junk Food
>> Topic :
    [1]Food

>> Content :
    >o Junk Foods such as McDonald and KFC are not good for your health

>> Status : Submitted
>> Total Reviews : 0
>> Total Reviewers : 0

>> Reviewer :

>> Review :
:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
```

<Figure 35. Submit paper 2>

2. Display Conferences

Step1. Insert “2” on author’s welcome page

Step2. Select the conference to display more details

```
=====
Please input the option number : 2

:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
::              CONFERENCES LIST              ::
=====
[1] Cloud Storage
[2] Next Product Launching
[3] Junk Food

:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
Please select the conference for more details : 3

*****
**              CONFERENCE DETAILS              **
*****
>> Title : Junk Food
>> Topic :
    [1]Food

>> Created : 12-02-2017
>> Location : Room A
>> Speaker : Food Manager
>> Chair : James Cameron
>> Total Papers : 2
>> Paper submission deadline : 20-11-2017
>> Review deadline : 30-11-2017
::::::::::::::::::::::::::::::::::::::::::::::::::::
```

<Figure 36. Display conferences>

3. Display Paper Detail

Step1. Insert “3” on author’s welcome page

```
Please input the option number : 3

::::::::::::::::::::::::::::::::::::::::::::
::      **MY PAPERS LIST**      ::
::::::::::::::::::::::::::::::::::::::::::::

ID [1] Cloud Storage in 2017
      Status : Reviewing

>> Author : Clark Gable

>> Topic :
      .o. IT

>> Conference : Cloud Storage
>> Submission deadline: 20-12-2017
>> Review deadline : 30-12-2017

>> Total Reviewers : 4 of 4
>> Total Reviews : 3
=====

ID [2] Mr. McDonald
      Status : Submitted

>> Author : Clark Gable

>> Topic :
      .o. Food

>> Conference : Junk Food
>> Submission deadline: 20-11-2017
>> Review deadline : 30-11-2017

>> Total Reviewers : 0 of 4
>> Total Reviews : 0
=====
```

<Figure 37. Display paper detail 1>

Step2. Select paper for more detail

```

Please input the option number : 3

::::::::::::::::::::::::::::::::::::::::::::
::          **MY PAPERS LIST**          ::
::::::::::::::::::::::::::::::::::::::::::::

ID [1] Cloud Storage in 2017
      Status : Reviewing

>> Author : Clark Gable

>> Topic :
      .o. IT

>> Conference : Cloud Storage
>> Submission deadline: 20-12-2017
>> Review deadline : 30-12-2017

>> Total Reviewers : 4 of 4
>> Total Reviews : 3
=====

ID [2] Mr. McDonald
      Status : Submitted

>> Author : Clark Gable

>> Topic :
      .o. Food

>> Conference : Junk Food
>> Submission deadline: 20-11-2017
>> Review deadline : 30-11-2017

>> Total Reviewers : 0 of 4
>> Total Reviews : 0
=====

```

<Figure 38. Display paper detail 2>

4. Check Notification

Step1. Insert “4” on author’s welcome page

```

=====
Please input the option number : 4

::::::::::::::::::::::::::::::::::::::::::::
::          **NOTIFICATIONS**          ::
::::::::::::::::::::::::::::::::::::::::::::

::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o
>> You have : 1 notifications

[1] Notification is finished
::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o

```

<Figure 39. Check Notification>

Review Management (Reviewer(s) page)

People whose roles are author use this page.

```
////////////////////
**MonCC CMS**
Welcome Again Reviewer MANTHA!
::::::::::::::::::::::::::
|| Please choose the options below :||
::::::::::::::::::::::::::
| [1] Review Paper |
| [2] Display Reviewed Paper |
| [3] Log Out |
=====
Please input the option number :
```

<Figure 40. Reviewer page>

There are 3 options that reviewers can choose on the system.

[1] Review Paper – the page that reviewer can review the paper, which is assigned by chairs.

[2] Display Reviewed Paper – the page that reviewers can see their reviewed papers.

[3] Log Out – Logs out from the system and back to Welcome page

1. Review Paper

Step1. Insert “1” on the welcome page

Step2. Check papers that assigned by chairs

Step3. Choose a paper that you want to review

```
Please input the option number : 1

::::::::::::::::::::::::::::::::::::
::      **MY PAPERS LIST**      ::
::::::::::::::::::::::::::::::::::::
ID : [1] Cloud Storage in 2017
>> Topic :
.o. IT

>> Conference : Cloud Storage
>> Deadline Review : 30-12-2017
=====
ID : [2] Healthy Junk Food
>> Topic :
.o. Food

>> Conference : Junk Food
>> Deadline Review : 30-11-2017
=====
Insert Papers' ID you want to review: 2
>>o Selected Paper Details :

:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
:o:o                                :o:o
:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o:o
>> Author : Bill Condon
>> Title : Healthy Junk Food
>> Conference : Junk Food
```

<Figure 41. Review paper 1>

Step5. Insert rating of the paper (1-10, 1 is Very Poor and 10 is Excellent)

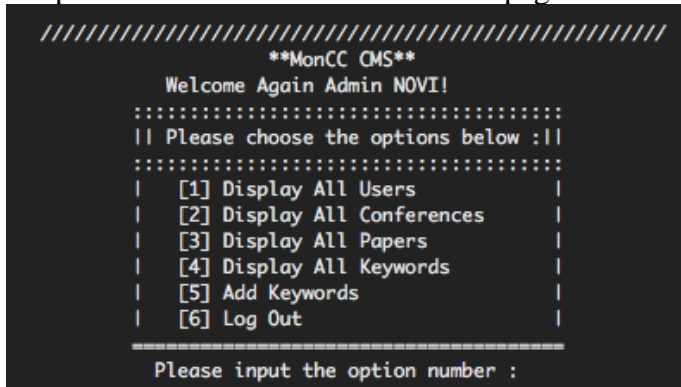
<Figure 42. Review paper 2>

<Figure 43. Review paper 3>

Step1. Insert “2” on the welcome page

Conference Administration (Administration(s) page)

People whose roles are author use this page.



<Figure 44. Admin page>

There are 5 options that authors can choose on the system.

- [1] Display All Users – Display all users who have user account of this system
- [2] Display All Conferences – Display all conferences that this system has been managed – Current or previous conferences
- [3] Display All Papers –display all papers that submitted by authors
- [4] Display All Keywords – display all keywords that the conference categorized using these keywords
- [5] Add Keywords – Add new keywords for topics of conferences
- [6] Log Out – Logs out from the system and back to Welcome page

1. Display All Users

Step1. Insert “1” on the welcome page

The users list displays details of all users who have different roles.


```

::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::
::          **MY PAPERS LIST**          ::
::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::::
>>Total Papers : 4

ID [1] Cloud Storage in 2017

>> Author : Clark Gable

>> Topic :
      .o. IT

>> Conference : Cloud Storage
>> Submission deadline: 20-12-2017
>> Review deadline : 30-12-2017

>> Total Reviewers : 4 of 4
>> Total Reviews : 3
=====

ID [2] List Product For Launching

>> Author : Bill Condon

>> Topic :
      .o. Technology

>> Conference : Next Product Launching
>> Submission deadline: 20-03-2017
>> Review deadline : 30-03-2017

>> Total Reviewers : 1 of 4
>> Total Reviews : 0
=====

ID [3] Healthy Junk Food

>> Author : Bill Condon

>> Topic :
      .o. Food

>> Conference : Junk Food
>> Submission deadline: 20-11-2017
>> Review deadline : 30-11-2017

>> Total Reviewers : 1 of 4
>> Total Reviews : 1
=====

ID [4] Mr. McDonald

```

<Figure 47. Display all papers>

4. Display All Keywords

Step1. Insert “4” on the welcome page

```
Please input the option number : 4

::::::::::::KEYWORDS LIST::::::::::::
>> Total keywords : 12
[1] Health
[2] Food
[3] IT
[4] Technology
[5] Business
[6] Database
[7] Security
[8] Project Management
[9] Engineering
[10] Science
[11] Economy
[12] Advertising
=====
```

<Figure 48. Display all keywords>

5. Add Keywords

Step1. Insert “5” on the welcome page

Step2. Insert the keyword, which you want to create it

```
Please input the option number : 5

>> Please insert the keyword: Communication

>> New keyword: Communication successfully add to the database
```

<Figure 49. Add keywords 1>

Step3. Choose [4] Display All Keyword to check new keyword is added

```
[12] Advertising
[13] Communication
=====
```

<Figure 50. Add keywords 1>

Dummy data

Below is dummy data for a first user, who wants to learn and try this system.

Chair

Username: James
Password: passme

Username: Sam
Password: passme

Username: Zoe12
Password: minesecret

Author

Username: Condon
Password: passme

Username: Clark
Password: passw0r

Username: Stew
Password: s3cr3t

Reviewer

Username: Mantha
Password: pas

Username: Vivien
Password: secret

Username: Dracula
Password: password

Username: Worth
Password: words

Username: Sugar
Password: words

Username: Malia
Password: words

Admin

Username: Novi
Password: passme

Username: Mark
Password : passme

Troubleshooting

Type	Error Message	Descriptions
1	<pre>!!ERROR : Invalid Input.Please enter a valid number (1-2)</pre> <pre>!!ERROR : Invalid Input.Please enter a valid number (0-2)</pre> <pre>!!ERROR : Invalid Input.Please enter a valid number (1-5)</pre> <pre>ERROR : Invalid Input. Please enter a valid number (1-6)</pre> <pre>!!ERROR : Invalid Input.Please enter a valid number (1-12)</pre> <pre>!!ERROR : Invalid Input.Please enter a valid number (1-13)</pre> <pre>!!ERROR : Invalid Input.Please enter a valid number (1-31)</pre>	When the system shows these types of error messages, you do not choose a number in the correct range. You should choose the number within the number range.
2	<pre>!!ERROR : Invalid Input. Please do not enter a blank space</pre>	The error messages shows that you should not leave the blank space. You should input the string values, not empty.
3	<pre>!!ERROR : Invalid Input.Please enter a valid number</pre>	If you insert non-numeric numbers, the system displays this error message. Only insert numbers, not characters or symbols.
4	<pre>!!ERROR : Invalid Input.Please enter a valid year (format: yyyy, ex: 2017)</pre>	When you meet this error message, you do not input correct date format. In this field you should input 4-digit number for year value.
5	<pre>!! Password is not correct</pre> <pre>>> Please insert your password : </pre>	When you miss typing the password, this error message is shown.

<Table 1. Table of troublingshooting>