**System Request –** Conference Management System

**Business Need:** This software system is being developed to help conference organizers to cope with the complexity of the refereeing process.

**Business Requirements:**

Using this system, the process of organizing a conference would be simplified. By using the system, we can expect some processes, which are currently conducted manually, to be performed automatically or semi-automatically by the system. The conference management system should have the following key features:

* Management and monitoring of the program committee
* Sophisticated and flexible management of the access of PC members and referees to paper and conflicts of interests
* Paper submission
* Automatic and manual paper assignment based on the preferences of PC members
* List of the latest events
* Submission of reviews
* Automatic preparation of conference proceedings
* Discussion of reviewing of papers
* The author response (aka rebuttal) phase, when the author can respond to the reviews
* Sending email to PC members, referees and authors (optional)
* Monitoring email (optional)

**Business Value:**

We can expect that there will be more authors who are willing to take part in the conference and be able to go through the process of submission of paper easily. The system can help promote the conference by being easy to use, reliable and always available. The software system also aims to minimize the number of people involved in the technical aspects of the conference set up and reduces the cost of organizing a conference. The system would store data digitally to reduce the amount of paper work.

**Special Issues or Constraints:**

* The organization would like us to use C++ Programming language for the system and expect the system to be easy to use, highly secure, reliable and available.
* The system should be ready by the end of October.