

Sample User guide of Conference Management System

0. System Requirement

Operating system: Windows 8 or newer version

Browser: One of the latest version of the following

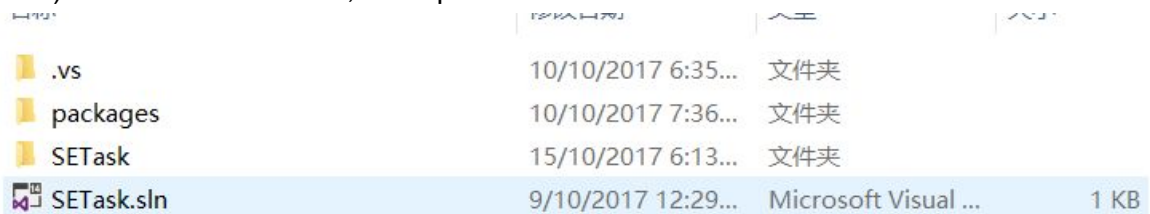
Microsoft Edge, Google Chrome, Internet Explorer, Firefox

Software: Microsoft Visual Studio 2015 Professional edition

P.s. in the following guide, object with red line below are required to be clicked to use the system

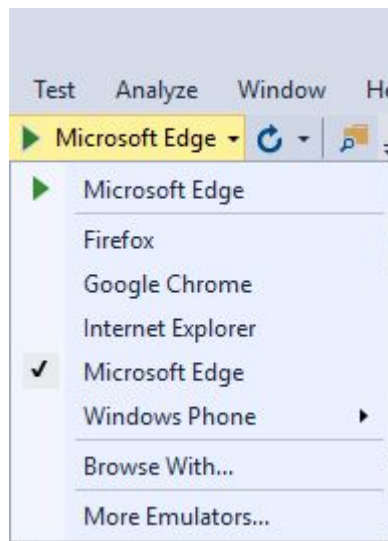
1 Run the program

- 1) Get the final project from designers
- 2) Find the SETask.sln, and open the file.



.vs	10/10/2017 6:35...	文件夹	
packages	10/10/2017 7:36...	文件夹	
SETask	15/10/2017 6:13...	文件夹	
SETask.sln	9/10/2017 12:29...	Microsoft Visual ...	1 KB

- 3) Change the process explorer to “Microsoft Edge” at the Toolbar of Visual Studio



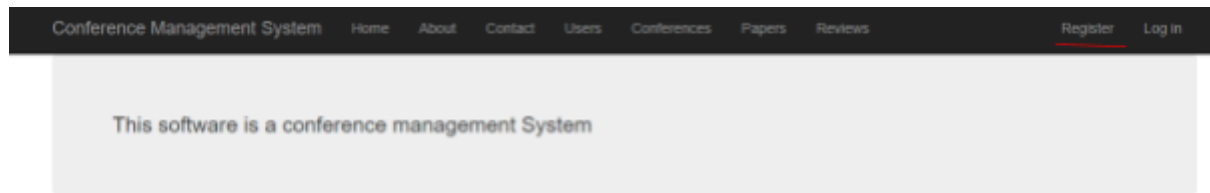
- 4) Click the “Microsoft Edge” (highlighted in yellow in the above picture) to run the program

2 Functionalities and their brief description

There are 5 functionalities provided by the program.

Before using them:

1) clients need to register an account by click the “register”



Hi, to get further function, please log in first.

This is the Conference manage System, so Please select the conference First

2) Fill all the information required, and choose one of the following options as their role, which are chair, author, reviewer, admin.

Register.

Create a new account.

The registration form consists of several input fields and a dropdown menu. The fields are labeled: 'User Name', 'Phone Number', 'Email', 'ExpertiseField', 'University', 'Password', and 'Confirm password'. The 'Select User' dropdown menu is open, showing options: 'Author' (selected), 'Chair', 'Reviewer', and 'User'.

3) Click register button (red line below)

This is a close-up of the 'Select User' dropdown menu, which is set to 'Author'. Below it is the 'Register' button, which is highlighted by a red horizontal line.

4) If the current account of the user do not have to right to view some page of the system, login page will be shown to allow user to login valid account

Log in.

Use a local account to log in.

User Name

Password

☐ Remember me?

Use another service to log in.

There are no external authentication services configured. See [this article](#) for details on setting up this ASP.NET application to support logging in via external services.

Following steps are shown below for each function.

1) Submit Paper

- Clients who are authors choose to log-in their author account. (Click red line below)

Log in.

Use a local account to log in.

User Name

Password

☐ Remember me?

Use another service to log in.

There are no external authentication services configured. See [this article](#) for details on setting up this ASP.NET application to support logging in via external services.

- Clients choose the text named "Conference" at the black bar at the top of the page. The list of all the conferences are shown.

- Client choose the "Submit Paper" link, at the conference he/she want to submit paper based on the topics, name, date, location, and other information of the conference. If the client choose the wrong conference, he or she cannot continue further operation.

Show 10 entries

Search

UserName	Conference_Name	Topic	PaperDeadLine	Location	StartingDate	MaximumNoOfPaperSubmitted	MaximumNoOfPaperPublished	
cathy	Ft5032	IT	01/01/2018	Caulfield	01/05/2017	2	1	Edit Details Delete Submit Paper View Paper
cathy	Ft5042	IT	01/01/2018	Caulfield	10/10/2017	80	70	Edit Details Delete Submit Paper View Paper

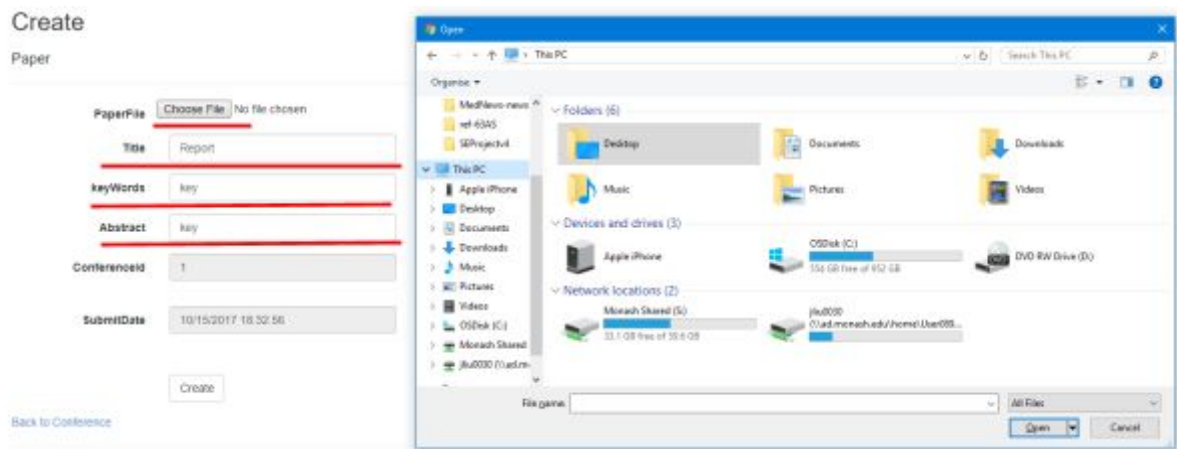
Showing 1 to 2 of 2 entries

Previous

1

Next

- Client upload their paper and enter relevant information of the paper in textbox. The paper need to be a text file(ending with ".txt")



- Client click the “create” button after all information have been entered. If there is anything wrong with the entered information of the paper, relevant hint will be shown in red words.

Create
Paper

PaperFile index.txt

Title

keyWords

Abstract

ConferenceId

SubmitDate

- If the client does not upload the paper before the deadline, or the format of the file is not valid, or he/she has not enter required information, he/she cannot upload the paper, and there will be error message shown.

Create
Paper

PaperFile No file chosen

Title

keyWords

Abstract

ConferenceId

SubmitDate
The value '10/15/2017 18:32:56' is not valid for SubmitDate.

- If there are no error message, client can click “conference” first.

- Next, choose “View paper” of the conference he/she has submitted the paper, and check all the information of the paper he/she has just submitted.

Show 10 entries Search:

UserName	Conference_Name	Topic	PaperDeadLine	Location	StartingDate	MaximumNoOfPaperSubmitted	MaximumNoOfPaperPublished	
cathy	F85032	IT	01/01/2018	Caulfield	01/05/2017	2	1	Edit Details Delete Submit Paper View Paper
cathy	F85042	IT	01/01/2018	Caulfield	10/10/2017	80	70	Edit Details Delete Submit Paper View Paper

Showing 1 to 2 of 2 entries Previous 1 Next

- Client can check the “Details” of the paper as well.

Email	Conference_Name	Title	keyWords	Abstract	PaperFile	SubmitDate	Published	
jian@gmail.com	F85032	BSB	BSB	BSB	BSB.txt	10/10/2017	0	Details Delete

2) Assign Reviewer

- Clients who are a chair of a conference, choose to log-in their chair account. The “log-in” text are at the top right-side of the black bar

- Clients choose the text named “Conference” at the black bar at the top of the page. The list of all the conferences are shown.

- Client choose the “View Paper” link, at the conference he/she want to submit paper based on the topics, name, date, location, and other information of the conference. If the client choose the wrong conference, he or she cannot continue further operation.

Show 10 entries Search:

UserName	Conference_Name	Topic	PaperDeadLine	Location	StartingDate	MaximumNoOfPaperSubmitted	MaximumNoOfPaperPublished	
cathy	F85032	IT	01/01/2018	Caulfield	01/05/2017	2	1	Edit Details Delete Submit Paper View Paper
cathy	F85042	IT	01/01/2018	Caulfield	10/10/2017	80	70	Edit Details Delete Submit Paper View Paper

Showing 1 to 2 of 2 entries Previous 1 Next

- Client choose “Details” link of the paper he/she want to assign a reviewer for it.

Email	Conference_Name	Title	keyWords	Abstract	PaperFile	SubmitDate	Published	
jian@gmail.com	Fit5032	test123	test123	test123	test123.txt	10/10/2017	<input type="checkbox"/>	Details Delete Edit Inform

- Client choose “Assign to reviewers” link below the details of the paper

Email jian@gmail.com
 Conference_Name Fit5032
 Title test123
 keyWords test123
 Abstract test123
 PaperFile test123.txt
 SubmitDate 10/10/2017
 Published ☐

[Edit](#) | [Back to List](#) | [Assign to reviewers](#)

- Choose a reviewer from the drop down list, click “create” button. If successful, the page will go back to the image shown above

Create

Review

Rating	<input type="text" value="5"/>
Comment	<input type="text" value="default"/>
Paperid	<input type="text" value="6"/>
Reviewerid	<input type="text" value="lily@gmail.com"/>
<input type="button" value="Create"/>	

- If the paper has been assigned to the reviewer it has been assigned before, or there are already 4 reviewers of the paper, there will be a relevant error message shown above the input text box. (The image below occurs when there are already 4 reviews)

Create

only four reviews are allowed to uploaded

Review

- If there is no error message, then the review has been created successfully

3) Review Paper

- Clients who are a reviewer of a conference, choose to log-in their reviewer account. The “log-in” text are at the top right-side of the black bar.

- Clients choose the text named "Review" at the black bar at the top of the page. The list of the papers assign to him/her are shown in a list

- Clients choose the text named "Paper" at the black bar at the top of the page by right click it to open in a new tab.

- Client choose the "View Paper" link, at the conference he/she want to submit paper based on the topics, name, date, location, and other information of the conference. If the client choose the wrong conference, he or she cannot continue further operation.

Show 10 entries Search

UserName	Conference_Name	Topic	PaperDeadLine	Location	StartingDate	MaximumNoOfPaperSubmitted	MaximumNoOfPaperPublished	
cathy	Fit5032	IT	01/01/2018	Caulfield	01/05/2017	2	1	Edit Details Delete Submit Paper View Paper
cathy	Fit5042	IT	01/01/2018	Caulfield	10/10/2017	80	70	Edit Details Delete Submit Paper View Paper

Showing 1 to 2 of 2 entries Previous 1 Next

- Client choose "Details" link of the paper he/she want to review

Email	Conference_Name	Title	keyWords	Abstract	PaperFile	SubmitDate	Published	
jian@gmail.com	Fit5032	test123	test123	test123	test123.txt	10/10/2017	<input type="checkbox"/>	Details Delete Edit Inform

- Client choose the link shown as the name of the paper file to read the paper online

Email jian@gmail.com
Conference_Name Fit5032
Title test123
keyWords test123
Abstract test123
PaperFile test123.txt
SubmitDate 10/10/2017
Published ☐

[Edit](#) | [Back to List](#) | [Assign to reviewers](#)

- Clients choose the text named "Review" at the black bar at the top of the page. The list of the papers assign to him/her are shown in a list.

- Clients choose "Edit" link of the paper he/she want to review (at the same row, 9th column of the paper list)

Email	Title	Rating	Comment	
lily@gmail.com	BSB	4	good	Edit Details Delete
lily@gmail.com	BSB1231	3	OK	Edit Details Delete
lily@gmail.com	test123	5	default	Edit Details Delete

- Clients change the number of green star by move mouse on these grey stars, and modify word "Default" in the text box at the right side of "Comment" to their own comment of the paper

Edit

Review


Rating 

Comment

- Clients click the "save" button

Edit

Review

Rating 

Comment

PaperId

ReviewerId

- The paper has been reviewed

Email	Title	Rating	Comment	
lily@gmail.com	BSB	4	good	Edit Details Delete
lily@gmail.com	BSB1231	3	OK	Edit Details Delete
lily@gmail.com	test123	4	good	Edit Details Delete

4) Make final decision

- Clients who are a chair of a conference, choose to log-in their chair account. The "log-in" text are at the top right-side of the black bar

- Clients choose the text named "Conference" at the black bar at the top of the page. The list of all the conferences are shown.

- Client choose the “View Paper” link, at the conference he/she want to submit paper based on the topics, name, date, location, and other information of the conference. If the client choose the wrong conference, he or she cannot continue further operation.

Show 10 entries Search

UserName	Conference_Name	Topic	PaperDeadLine	Location	StartingDate	MaximumNoOfPaperSubmitted	MaximumNoOfPaperPublished	
cathy	Fit5032	IT	01/01/2018	Caulfield	01/05/2017	2	1	Edit Details Delete Submit Paper <u>View Paper</u>
cathy	Fit5042	IT	01/01/2018	Caulfield	10/10/2017	80	70	Edit Details Delete Submit Paper View Paper

Showing 1 to 2 of 2 entries Previous 1 Next

- Client checks the details of all the papers by choose “Details” link of the relevant paper

Email	Conference_Name	Title	keyWords	Abstract	PaperFile	SubmitDate	Published	
jian@gmail.com	Fit5032	test123	test123	test123	test123.txt	10/10/2017	<input type="checkbox"/>	<u>Details</u> Delete Edit Inform

- Client need to read all the reviews of the paper. If the client want to publish the paper, choose “Back to list” link above all reviews

test123



Paper

Email jian@gmail.com
 Conference_Name Fit5032
 Title test123
 keyWords test123
 Abstract test123
 PaperFile [test123.txt](#)
 SubmitDate 10/10/2017
 Published ☐

Edit | Back to List | Assign to reviewers



good

- When client go back to the list of papers, he/she choose the “Edit” link of the paper he/she want to publish (at the same row, 9th column of the paper list)

Email	Conference_Name	Title	keyWords	Abstract	PaperFile	SubmitDate	Published	
jian@gmail.com	Fit5032	test123	test123	test123	test123.txt	10/10/2017	<input type="checkbox"/>	Details Delete Edit Inform

- Client tick the checkbox of the paper, and click “save” button below the checkbox

Edit

Paper

Title
 keyWords
 Abstract
 PaperFile
 ConferenceId
 AuthorId
 SubmitDate
 Published ☐

- Client choose the “Inform” link of the paper he/she want to publish (at the same row, 9th column of the paper list), and send email to the author of the paper to remind him/her that his/her paper has been published

Email	Conference_Name	Title	keyWords	Abstract	PaperFile	SubmitDate	Published	
jian@gmail.com	Fit5032	test123	test123	test123	test123.txt	10/10/2017	<input type="checkbox"/>	Details Delete Edit Inform

5) Retrieve User

- Clients who are admin, choose to log-in their admin account. The “log-in” text are at the top right-side of the black bar

Home	About	Users	Conferences	Papers	Reviews	Register	Log In
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- Clients choose the text named ”User” at the black bar at the top of the page. The list of all the users are shown.

Home	About	Users	Conferences	Papers	Reviews	Register	Log In
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- Clients enter the name, email, or of a user in the search box at the top right side of the lists of all users.

Show entries

Search:

UserName	Email	PhoneNumber	ExpertiseField	University	AspNetRoles	
andy	andy@gmail.com	0469481436	IT	Monash	Reviewer	Edit Details
boris	boris@gmail.com	0422542645	IT	Monash	Chair	Edit Details
cathy	cathy@gmail.com	0414129678	IT	Monash	Chair	Edit Details
gavin	gavin@gmail.com	0413687434	IT	Monash	Admin	Edit Details
Jian	jian@gmail.com	0412542389	IT	Monash	Author	Edit Details
Lily	lily@gmail.com	0412345678	IT	Monash	Reviewer	Edit Details

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