

Multi-Conference Paper Submission & Review System

Version: 1.1

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1. Brief Introduction to the System

Confhub.com is a multi-conference management system used to collect, review and categorize papers submitted to academic conferences (workshops and symposiums, etc) hosted by www.confhub.com. It enables simultaneous management of several conferences online.

2. Roles within the System

Currently, there exist several virtual roles in the system. Users with different roles enjoy various privileges and access rights. Details are as follows:

- **Registered User**

People who have enrolled in the system and got their accounts are Registered Users. These users may change their roles within the system automatically through some operations. Registered users have access to viewing and selecting conferences hosted by the system. They also can submit papers to selected conferences. But if they want to attend a conference, they have to pay for it online or offline. (Note that conferences would be held somewhere else of the world, so participants have to pay for their tickets, hotels and other necessities needed for holding conferences)

- **Conference Participant**

If a registered user has selected a conference hosted by the system, paid for it and has been confirmed as a member of the conference, then the user will be a participant of the conference. As a participant, he/she can submit papers to the selected conference, pay for it and enjoy other privileges of the conference.

- **Author**

If a conference participant has submitted a paper to the conference he/she had selected and confirmed that he/she had played a role in writing the

paper, then he/she will be an author. Note that you can submit a paper of which you are not an author or a co-author, provided that you are a participant of the conference to which you are going to submit a paper.

- **Reviewer**

A reviewer is a specially invited person; conference administrators usually add some users as reviewers manually. If the added reviewer is a registered user, the user will automatically join the conference; otherwise, the system will automatically generate an account for the user. As a reviewer, he/she can download papers assigned to him/her and comment on and score such papers.

- **Conference Chair**

The chairman of a Conference, whose main responsibility is to handle regular matters of the conference, is also a specially invited person. The conference administrator usually appoints a user as a chairman of a conference manually. If the appointed chairman is a registered user, he/she will automatically join the conference; otherwise, he/she will be automatically added in the system. As a chairman, he/she can configure conference parameters such as holding place and number of reviewers per paper, etc, appoint program committee members of the conference view and download all papers submitted to the conference, categorize and mark there papers and view reviews and comments posted by reviewers. He/she can also get a PDF document of foregoing information.

- **Conference Creator**

The creator of a conference refers to the founder of the conference; he/she can configure conference information, and appoint administrators, reviewers and chairs of the conference. He/she is the SUPER ADMINISTRATOR of the conference and holds all access rights associated with the conference.

- **Conference Administrator**

The administrator of a conference enjoys nearly the same privileges and access rights as the creator do. However, they come into being differently. The Administrator of a Conference is added by the creator, and the role of the Creator of a Conference is changed when a user create a conference.

- Registration Chair

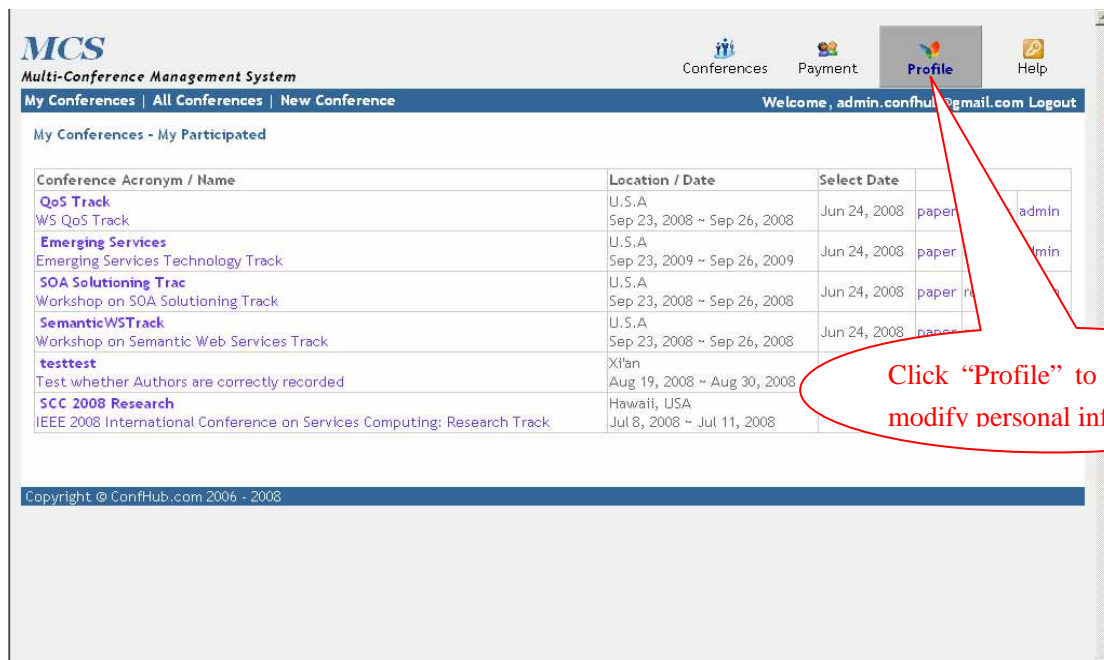
Registration chairs are responsible for handling payment and fees

3. Privileges & Access Rights of Roles & Operating Steps

Registered User:

A, View and modify registered personal information. (go through the following steps)

- Login the system with your account
- Click the button “Profile” on top right. (Fig. a)
- You’ll see a screen like (Fig. b)



MCS
Multi-Conference Management System

Conferences Payment **Profile** Help

My Conferences | All Conferences | New Conference

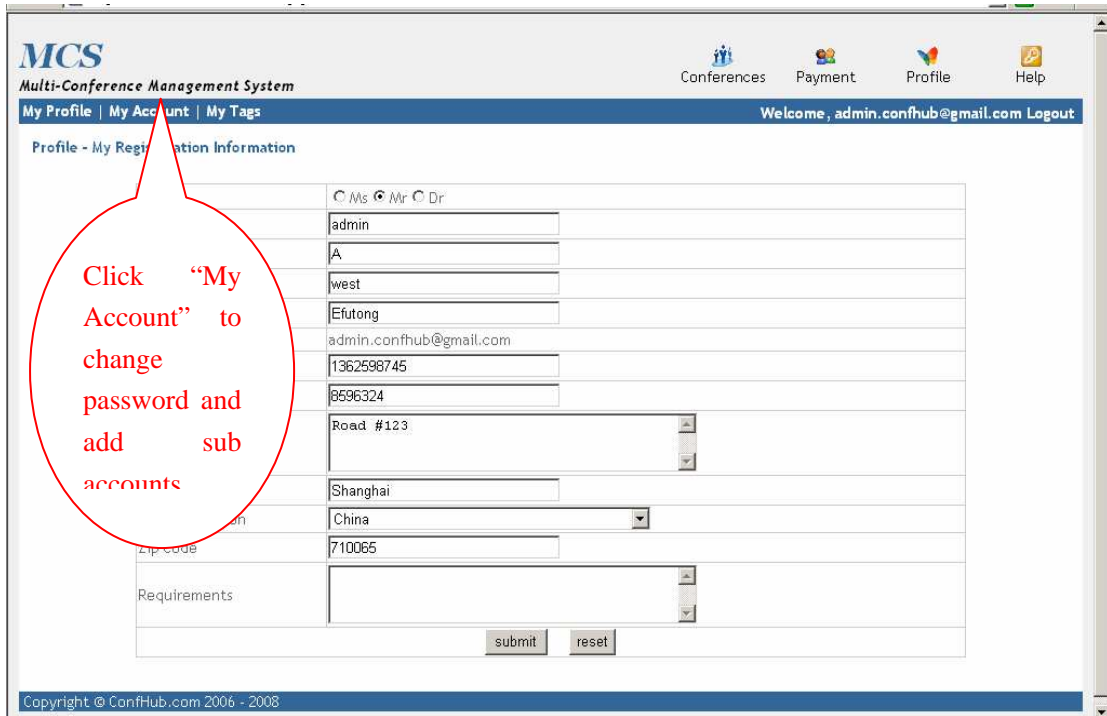
Welcome, admin.confhub@gmail.com Logout

My Conferences - My Participated

Conference Acronym / Name	Location / Date	Select Date		
QoS Track	U.S.A	Jun 24, 2008	paper	admin
WS QoS Track	Sep 23, 2008 ~ Sep 26, 2008			
Emerging Services	U.S.A	Jun 24, 2008	paper	admin
Emerging Services Technology Track	Sep 23, 2009 ~ Sep 26, 2009			
SOA Solutioning Trac	U.S.A	Jun 24, 2008	paper	
Workshop on SOA Solutioning Track	Sep 23, 2008 ~ Sep 26, 2008			
SemanticWSTrack	U.S.A	Jun 24, 2008	paper	
Workshop on Semantic Web Services Track	Sep 23, 2008 ~ Sep 26, 2008			
testtest	Xi'an	Aug 19, 2008 ~ Aug 30, 2008		
Test whether Authors are correctly recorded				
SCC 2008 Research	Hawaii, USA			
IEEE 2008 International Conference on Services Computing: Research Track	Jul 8, 2008 ~ Jul 11, 2008			

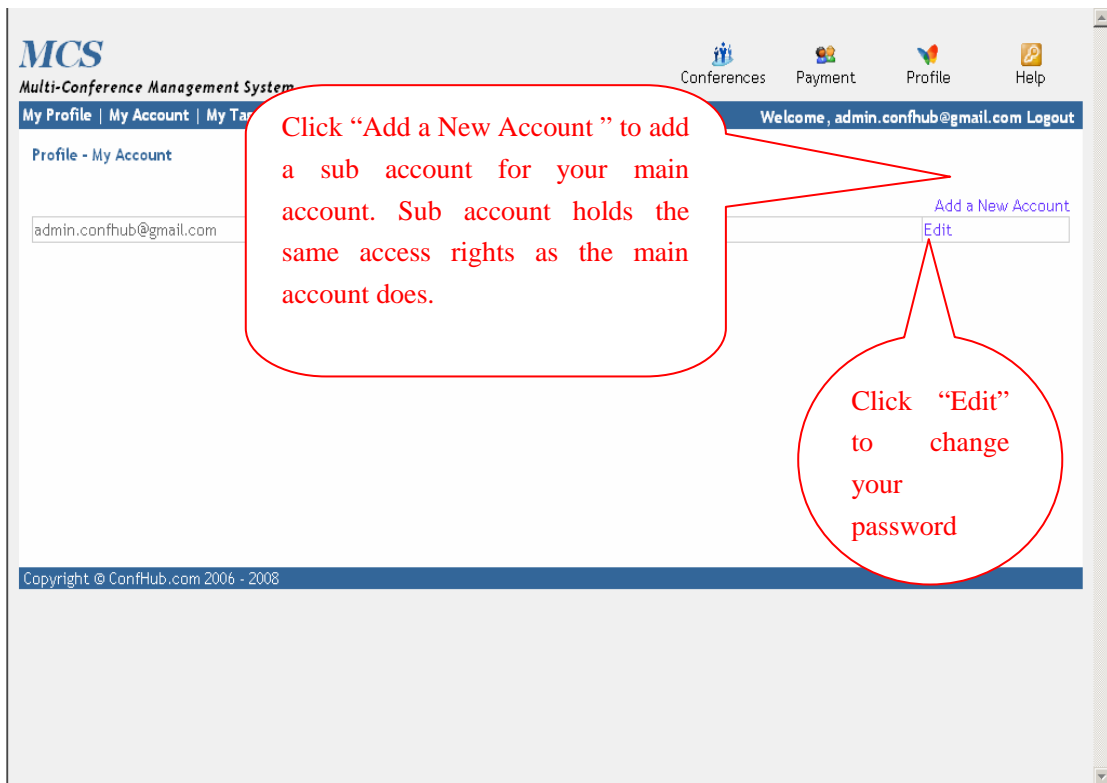
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(a)



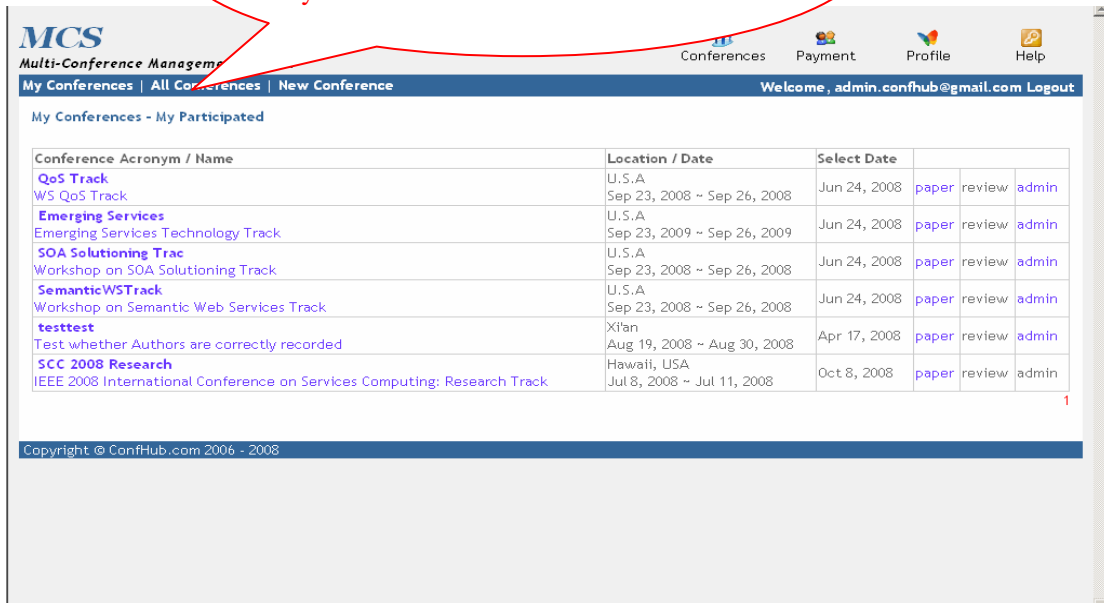
(b)

- Click "My Account" (Fig. b) to change your password. (Fig. c)

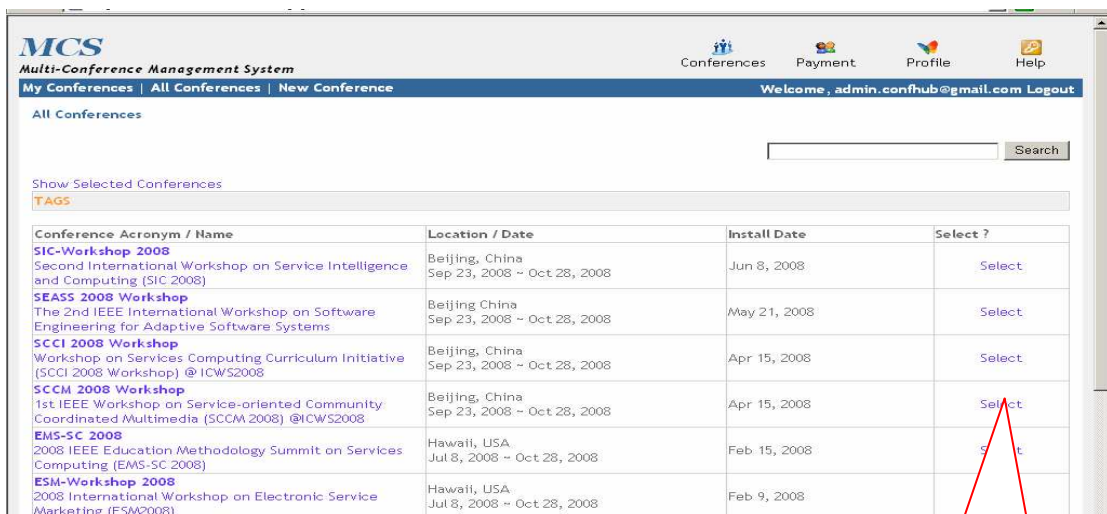


B, View and Select conferences hosted by the system

Click "All Conferences" to view and select all conferences hosted by the system



- Click "All Conferences"
- You'll see a screen like Fig. A
- Then, click "Select" following the conference you want to attend.

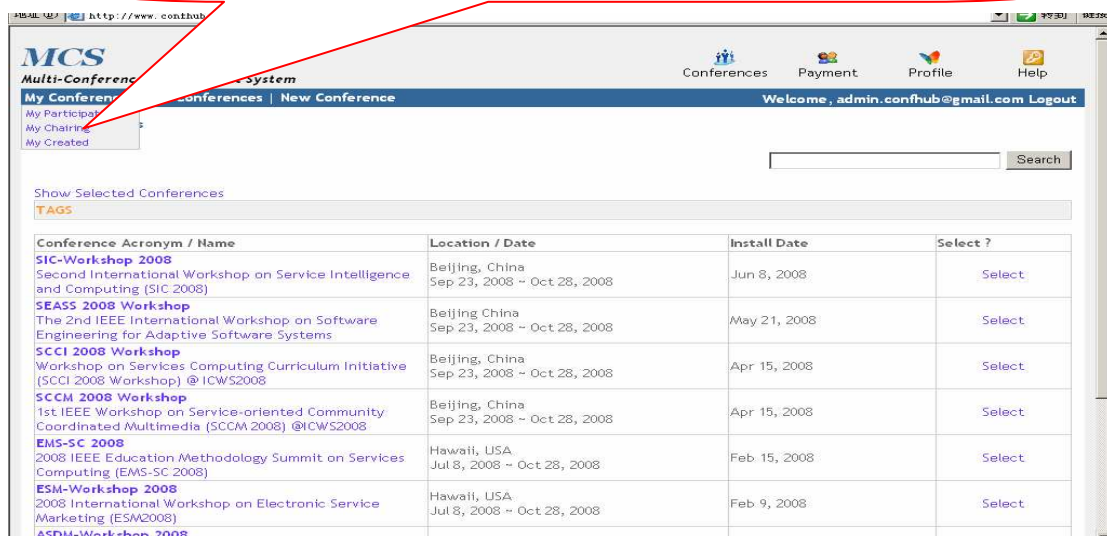


(Fig. A)

Click "Select" to join a conference

C, if you have selected or chaired some conferences, you can move your mouse on “My Conferences”

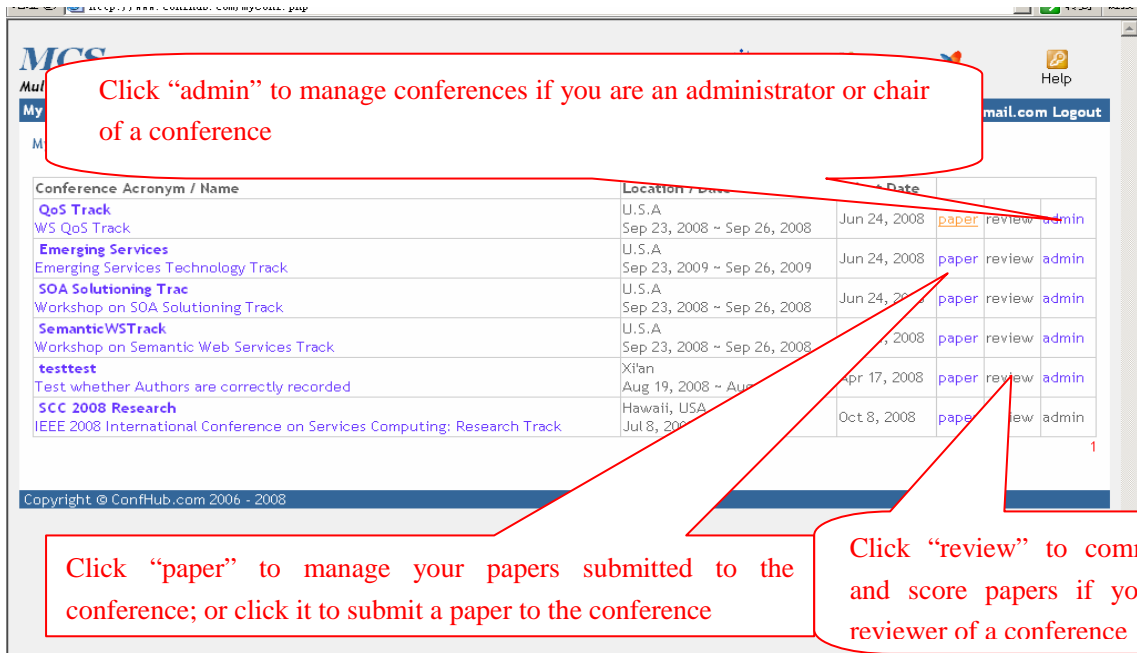
Keep your mouse cursor over “My Conferences” and then click sub menus to manage attended or chaired conferences



The screenshot shows the MCS Multi-Conference System interface. At the top, there is a navigation bar with links for Conferences, Payment, Profile, and Help. Below this, a user is logged in as admin.confhub@gmail.com. A dropdown menu for "My Conferences" is open, showing options: My Participated, My Chairing, and My Created. Below the menu is a search bar and a table of selected conferences.

Conference Acronym / Name	Location / Date	Install Date	Select ?
SIC-Workshop 2008 Second International Workshop on Service Intelligence and Computing (SIC 2008)	Beijing, China Sep 23, 2008 ~ Oct 28, 2008	Jun 8, 2008	Select
SEASS 2008 Workshop The 2nd IEEE International Workshop on Software Engineering for Adaptive Software Systems	Beijing China Sep 23, 2008 ~ Oct 28, 2008	May 21, 2008	Select
SCCI 2008 Workshop Workshop on Services Computing Curriculum Initiative (SCCI 2008 Workshop) @ ICWS2008	Beijing, China Sep 23, 2008 ~ Oct 28, 2008	Apr 15, 2008	Select
SCCM 2008 Workshop 1st IEEE Workshop on Service-oriented Community Coordinated Multimedia (SCCM 2008) @ICWS2008	Beijing, China Sep 23, 2008 ~ Oct 28, 2008	Apr 15, 2008	Select
EMS-SC 2008 2008 IEEE Education Methodology Summit on Services Computing (EMS-SC 2008)	Hawaii, USA Jul 8, 2008 ~ Oct 28, 2008	Feb 15, 2008	Select
ESM-Workshop 2008 2008 International Workshop on Electronic Service Marketing (ESM2008)	Hawaii, USA Jul 8, 2008 ~ Oct 28, 2008	Feb 9, 2008	Select
ASDM-Workshop 2008			

If you are a participant of a conference and want to manage your papers submitted to the conference or submit papers to the conference, please click “paper” following the conference name. See below



Click "admin" to manage conferences if you are an administrator or chair of a conference

Conference Acronym / Name	Location / Dates	Date	paper	review	admin
QoS Track WS QoS Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	paper	review	admin
Emerging Services Emerging Services Technology Track	U.S.A Sep 23, 2009 ~ Sep 26, 2009	Jun 24, 2008	paper	review	admin
SOA Solutioning Trac Workshop on SOA Solutioning Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	paper	review	admin
SemanticWSTrack Workshop on Semantic Web Services Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	paper	review	admin
testtest Test whether Authors are correctly recorded	Xi'an Aug 19, 2008 ~ Aug 22, 2008	Apr 17, 2008	paper	review	admin
SCC 2008 Research IEEE 2008 International Conference on Services Computing: Research Track	Hawaii, USA Jul 8, 2008	Oct 8, 2008	paper	review	admin

Click "paper" to manage your papers submitted to the conference; or click it to submit a paper to the conference

Click "review" to comment on and score papers if you are a reviewer of a conference

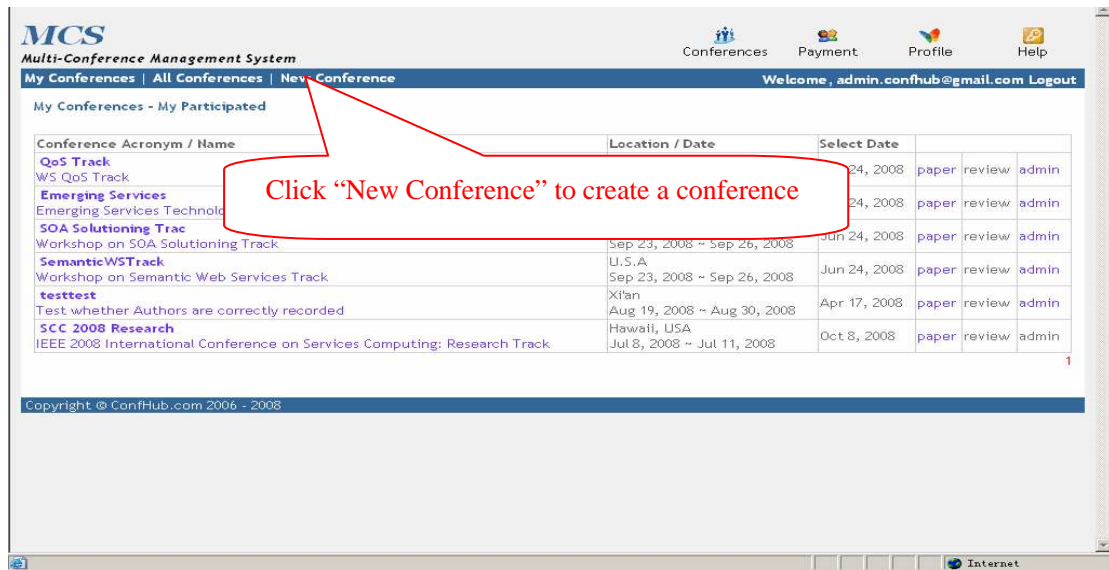
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Accordingly, if you are an administrator or chair of a conference, please click "admin" to manage your conference; if you are a reviewer, click "review" to comment on and score papers.

D, Create a new conference

Registered users can create a new conference. See below

- Click "New Conference"
- Then type all necessary information there
- Wait for approval of the conference



MCS
Multi-Conference Management System

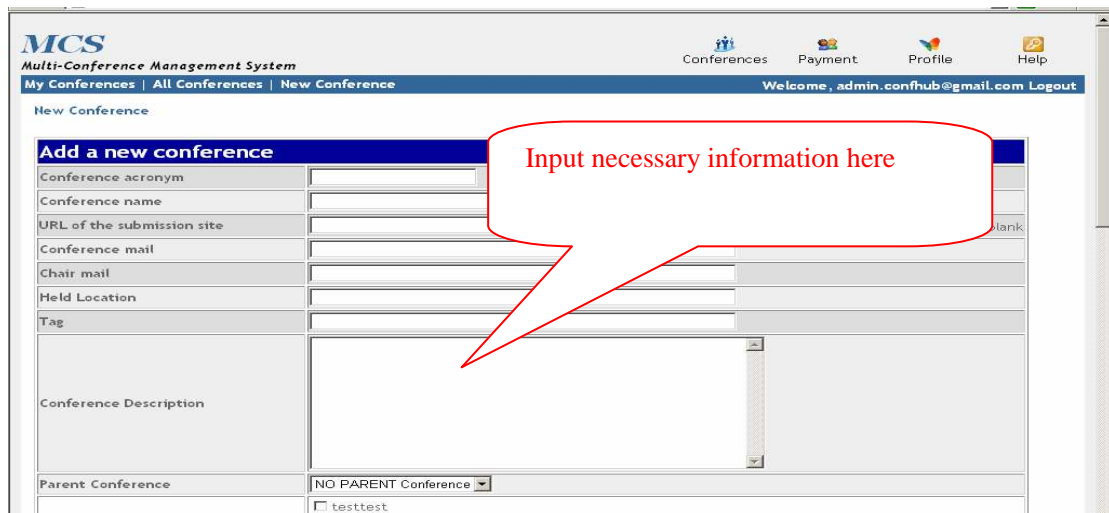
Conferences Payment Profile Help

My Conferences | All Conferences | **New Conference** | Welcome, admin.confhub@gmail.com Logout

My Conferences - My Participated

Conference Acronym / Name	Location / Date	Select Date			
QoS Track WS QoS Track		24, 2008	paper	review	admin
Emerging Services Emerging Services Technolo		24, 2008	paper	review	admin
SOA Solutioning Trac Workshop on SOA Solutioning Track	Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	paper	review	admin
SemanticWSTrack Workshop on Semantic Web Services Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	paper	review	admin
testtest Test whether Authors are correctly recorded	Xi'an Aug 19, 2008 ~ Aug 30, 2008	Apr 17, 2008	paper	review	admin
SCC 2008 Research IEEE 2008 International Conference on Services Computing: Research Track	Hawaii, USA Jul 8, 2008 ~ Jul 11, 2008	Oct 8, 2008	paper	review	admin

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Conferences Payment Profile Help

My Conferences | All Conferences | **New Conference** | Welcome, admin.confhub@gmail.com Logout

New Conference

Add a new conference

Conference acronym

Conference name

URL of the submission site

Conference mail

Chair mail

Held Location

Tag

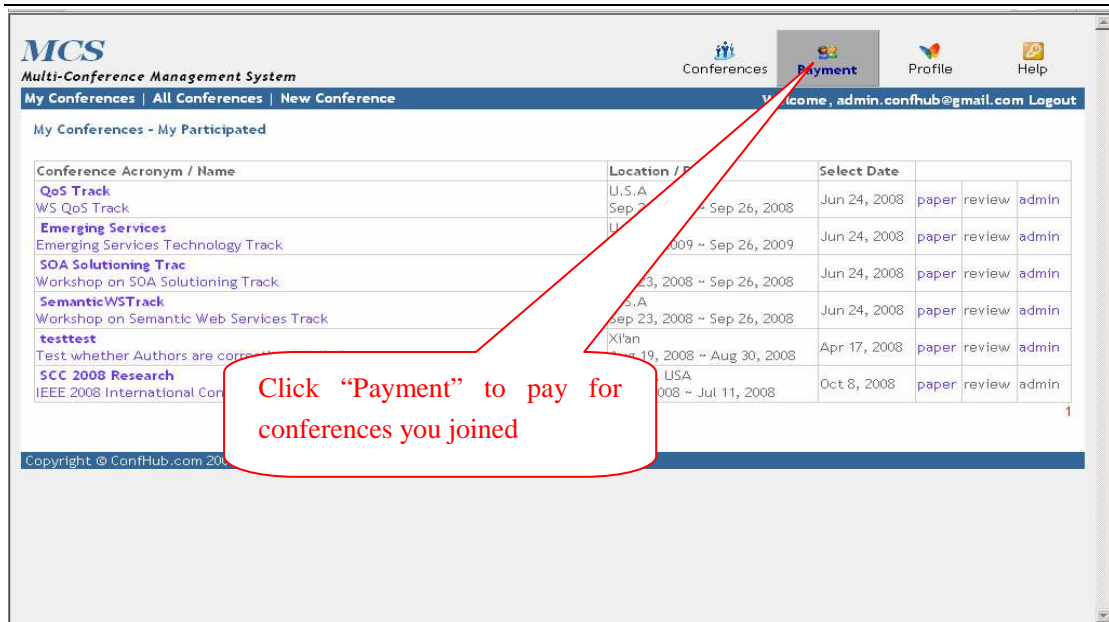
Conference Description

Parent Conference

testtest

E, Pay for a Conference

- Click "Payment" on the top right to handle payment and you'll see a screen like Fig. D



MCS
Multi-Conference Management System

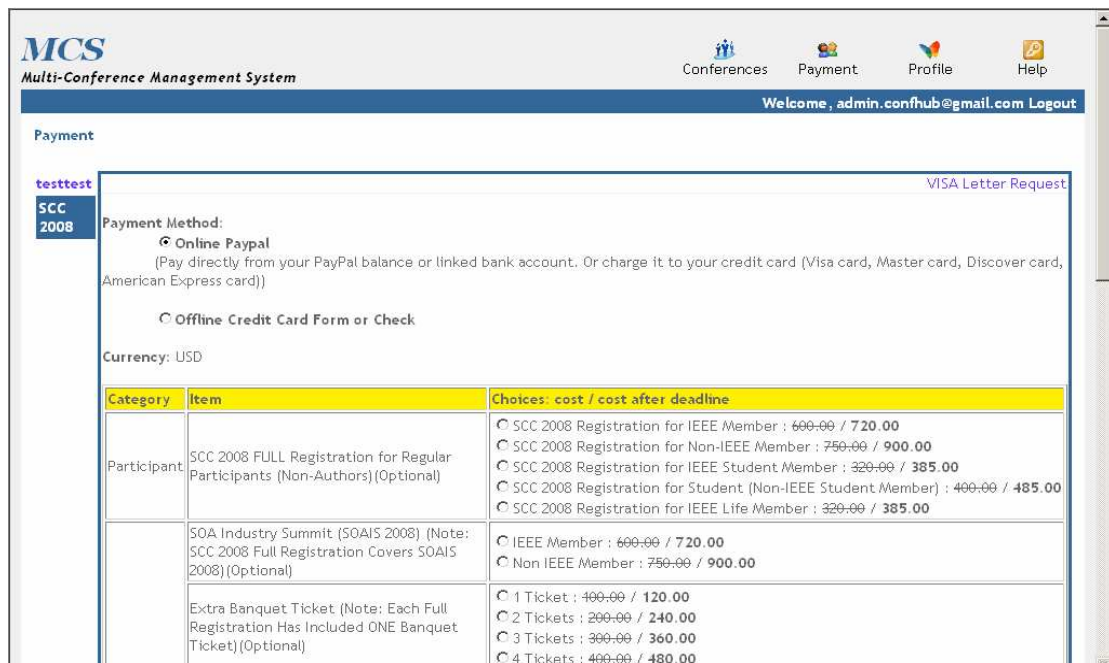
My Conferences | All Conferences | New Conference

Welcome, admin.confhub@gmail.com Logout

My Conferences - My Participated

Conference Acronym / Name	Location / Dates	Select Date			
QoS Track WS QoS Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	paper	review	admin
Emerging Services Emerging Services Technology Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	paper	review	admin
SOA Solutioning Trac Workshop on SOA Solutioning Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	paper	review	admin
SemanticWSTrack Workshop on Semantic Web Services Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	paper	review	admin
testtest Test whether Authors are correct	Xi'an Aug 19, 2008 ~ Aug 30, 2008	Apr 17, 2008	paper	review	admin
SCC 2008 Research IEEE 2008 International Conference on Service Computing	USA Jul 11, 2008 ~ Jul 11, 2008	Oct 8, 2008	paper	review	admin

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Payment

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testtest

VISA Letter Request

SCC 2008

Payment Method:

Online Paypal
(Pay directly from your PayPal balance or linked bank account. Or charge it to your credit card (Visa card, Master card, Discover card, American Express card))

Offline Credit Card Form or Check

Currency: USD

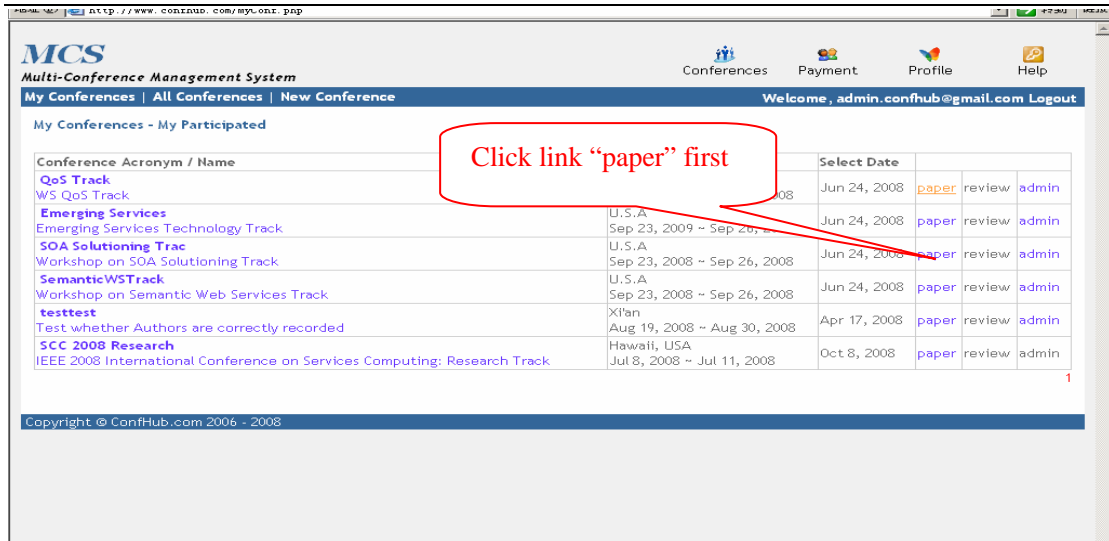
Category	Item	Choices: cost / cost after deadline
Participant	SCC 2008 FULL Registration for Regular Participants (Non-Authors)(Optional)	<input type="radio"/> SCC 2008 Registration for IEEE Member : 690.00 / 720.00
		<input type="radio"/> SCC 2008 Registration for Non-IEEE Member : 750.00 / 900.00
		<input type="radio"/> SCC 2008 Registration for IEEE Student Member : 320.00 / 385.00
		<input type="radio"/> SCC 2008 Registration for Student (Non-IEEE Student Member) : 400.00 / 485.00
	SOA Industry Summit (SOAIS 2008) (Note: SCC 2008 Full Registration Covers SOAIS 2008)(Optional)	<input type="radio"/> IEEE Member : 690.00 / 720.00
		<input type="radio"/> Non IEEE Member : 750.00 / 900.00
	Extra Banquet Ticket (Note: Each Full Registration Has Included ONE Banquet Ticket)(Optional)	<input type="radio"/> 1 Ticket : 400.00 / 120.00
		<input type="radio"/> 2 Tickets : 200.00 / 240.00
		<input type="radio"/> 3 Tickets : 300.00 / 360.00
		<input type="radio"/> 4 Tickets : 400.00 / 480.00

(Fig. D)

Author

Submit Papers

- Click link "paper"
- Then click "Submit A Paper"



MCS
Multi-Conference Management System

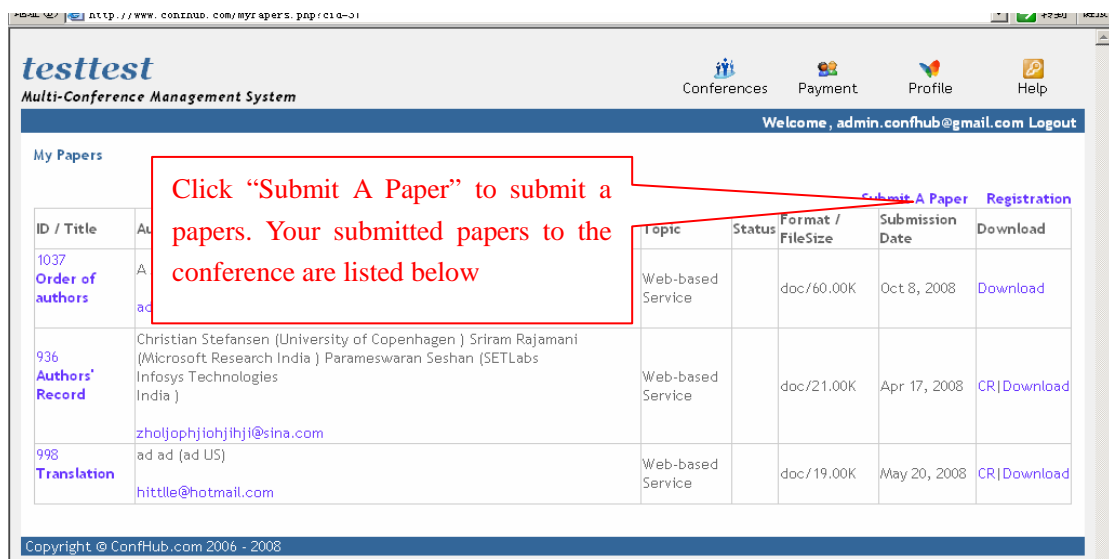
My Conferences | All Conferences | New Conference

Welcome, admin.confhub@gmail.com Logout

My Conferences - My Participated

Conference Acronym / Name	Select Date			
QoS Track WS QoS Track	Jun 24, 2008	paper	review	admin
Emerging Services Emerging Services Technology Track	U.S.A Sep 23, 2009 ~ Sep 26, 2009	Jun 24, 2008	paper	review admin
SOA Solutioning Trac Workshop on SOA Solutioning Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	paper	review admin
SemanticWSTrack Workshop on Semantic Web Services Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	paper	review admin
testtest Test whether Authors are correctly recorded	X'lan Aug 19, 2008 ~ Aug 30, 2008	Apr 17, 2008	paper	review admin
SCC 2008 Research IEEE 2008 International Conference on Services Computing: Research Track	Hawaii, USA Jul 8, 2008 ~ Jul 11, 2008	Oct 8, 2008	paper	review admin

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testtest
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My Papers

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Submit A Paper Registration

ID / Title	Author	Topic	Status	Format / FileSize	Submission Date	Download
1037 Order of authors	ad	Web-based Service		doc/60.00K	Oct 8, 2008	Download
936 Authors' Record	Christian Stefansen (University of Copenhagen) Sriram Rajamani (Microsoft Research India) Parameswaran Seshan (SETLabs Infosys Technologies India) zhojophjtohjihji@sina.com	Web-based Service		doc/21.00K	Apr 17, 2008	CR Download
998 Translation	ad ad (ad US) hittle@hotmail.com	Web-based Service		doc/19.00K	May 20, 2008	CR Download

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Manage Submitted Papers

- Click "paper"
- You'll see a screen like below
- Click items below column "ID/Title" to modify information associated with the paper
- Click "Download" to download submitted papers provided that you've uploaded papers successfully

testtest
Multi-Conference Management System

[Conferences](#) [Payment](#) [Profile](#) [Help](#)

Welcome, admin.confhub@gmail.com [Logout](#)

[Submit A Paper](#) [Registration](#)

You also can click "Registration" to pay for the conference

ID / Title	Authors / Contact	Topic	Status	Format / FileSize	Submission Date	Download
1037 Order of authors	A A (A) C C (C) B B (B) about about (about) admin.confhub@gmail.com	Web-based Service		doc/60.00K	Oct 8, 2008	Download
936 Authors' Record	Christian Stefansen (University of Copenhagen) Sriram Rajamani Research India) Parameswaran Seshan (SETLabs Indi	Web-based Service		doc/21.00K	Apr 17, 2008	CR D ed
998 Transl		Web-based Service		doc/19		

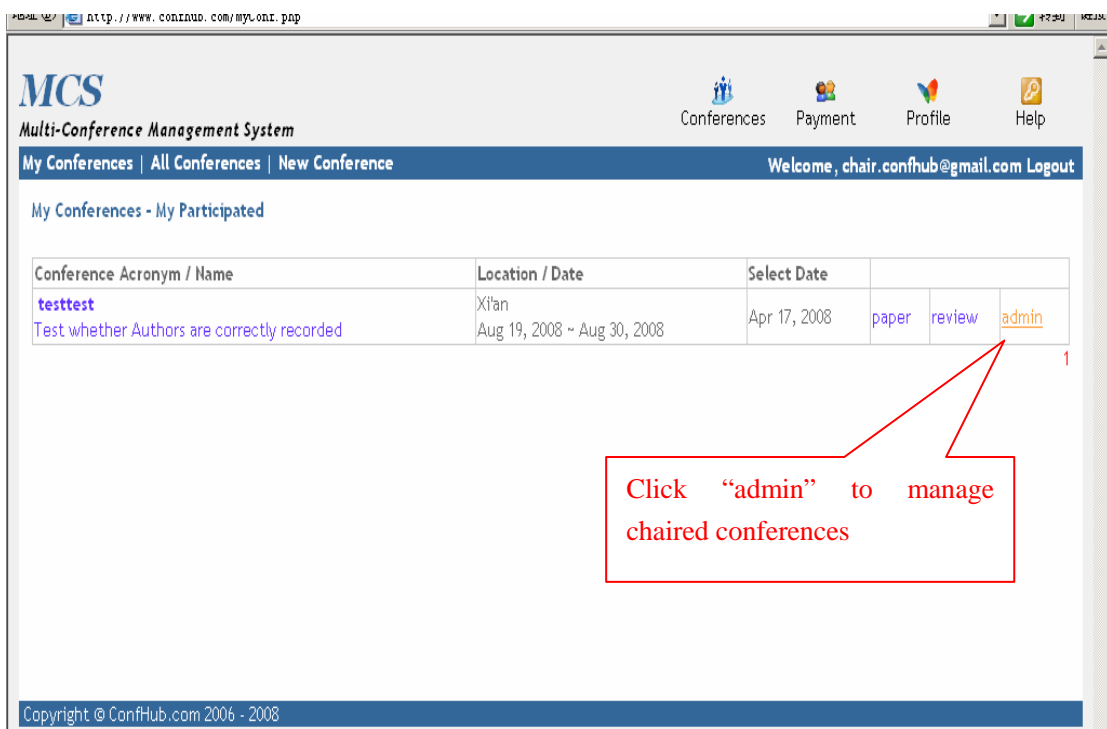
Click paper titles /IDs accordingly to modify information associated with your papers

Click "Download" to download papers

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Conference Chair

- Click "admin" and you'll see a screen like Fig. E(1) and E(2)



MCS
Multi-Conference Management System

Conferences Payment Profile Help

My Conferences | All Conferences | New Conference

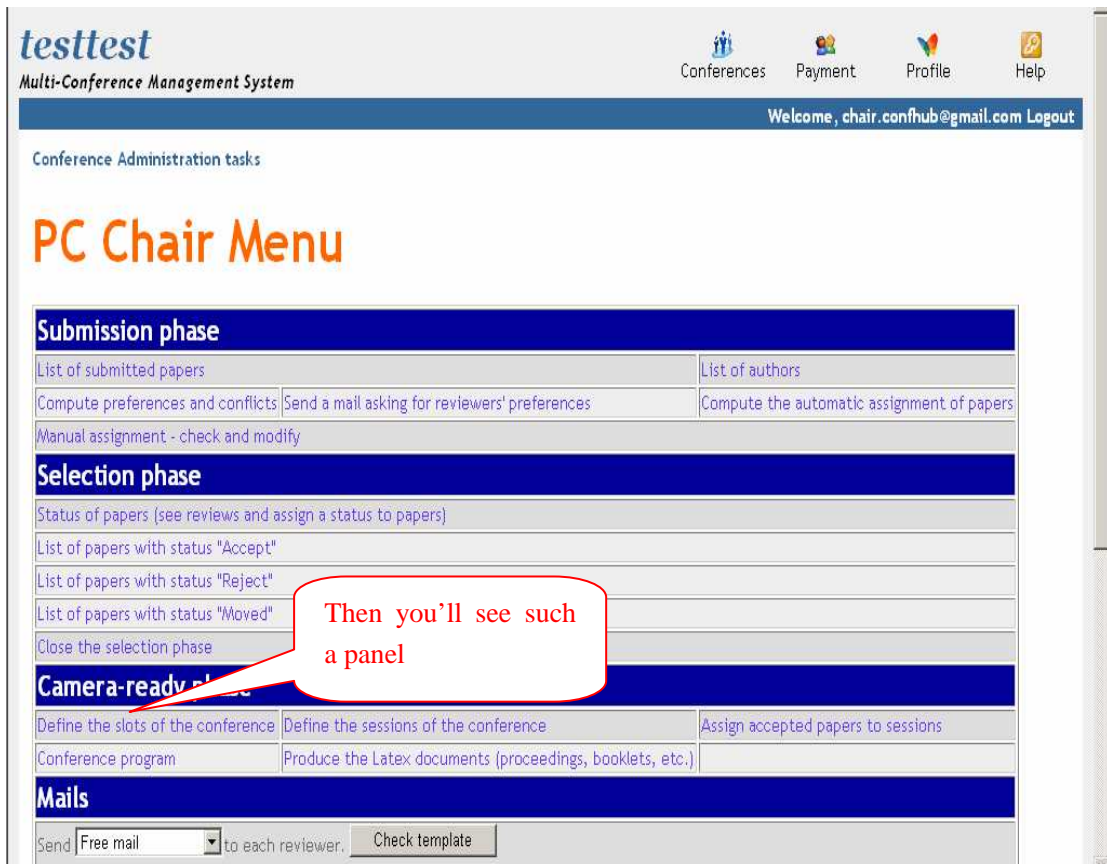
Welcome, chair.confhub@gmail.com Logout

My Conferences - My Participated

Conference Acronym / Name	Location / Date	Select Date			
testtest Test whether Authors are correctly recorded	Xi'an Aug 19, 2008 ~ Aug 30, 2008	Apr 17, 2008	paper	review	admin

Click "admin" to manage chaired conferences

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testtest
Multi-Conference Management System

Conferences Payment Profile Help

Welcome, chair.confhub@gmail.com Logout

Conference Administration tasks

PC Chair Menu

Submission phase		
List of submitted papers		List of authors
Compute preferences and conflicts	Send a mail asking for reviewers' preferences	Compute the automatic assignment of papers
Manual assignment - check and modify		
Selection phase		
Status of papers (see reviews and assign a status to papers)		
List of papers with status "Accept"		
List of papers with status "Reject"		
List of papers with status "Moved"		
Close the selection phase		
Camera-ready phase		
Define the slots of the conference	Define the sessions of the conference	Assign accepted papers to sessions
Conference program	Produce the Latex documents (proceedings, booklets, etc.)	
Mails		
Send <input type="text" value="Free mail"/> to each reviewer. <input type="button" value="Check template"/>		

Then you'll see such a panel

Fig. E (1)

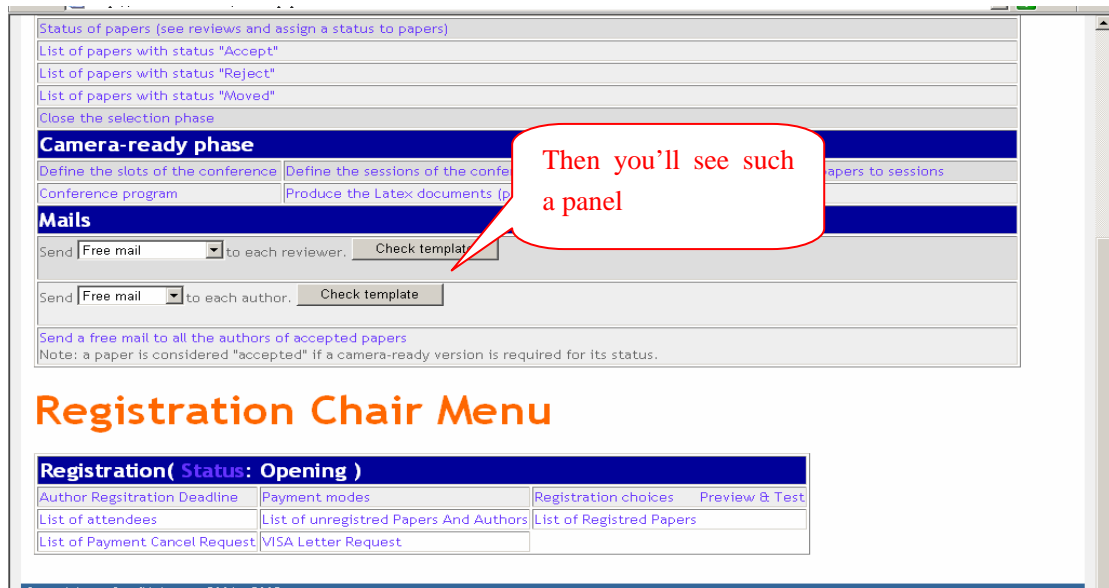
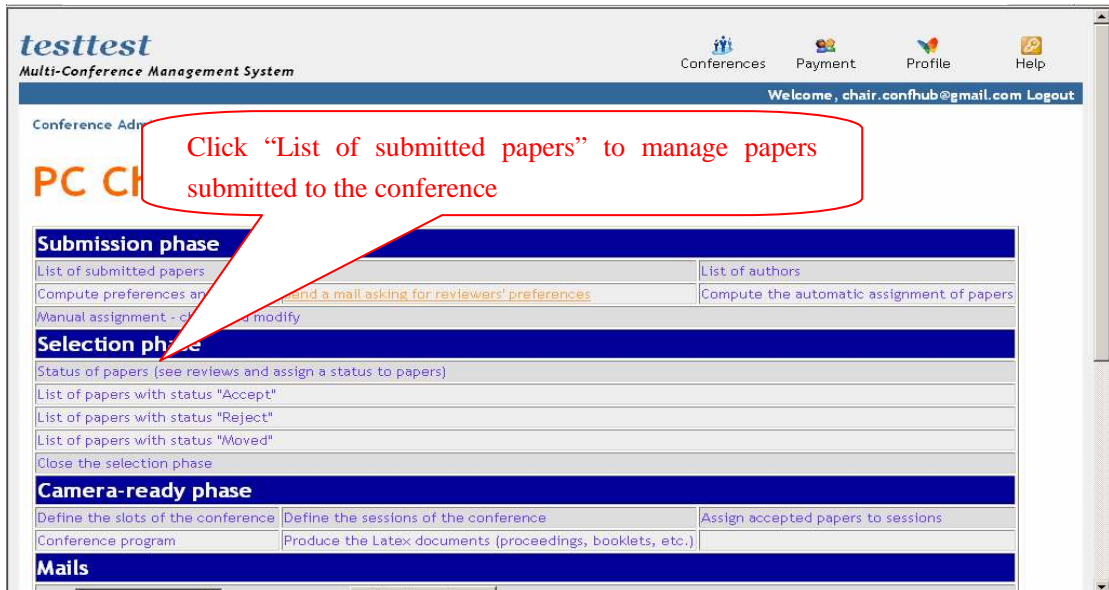


Fig. E (2)

- Manage Submitted Papers
- Assign Reviewers to Papers
- Email Notices to Authors
- Download or Remove Papers

View Details (authors, abstract and topics, etc) of Papers

- Click "List of Submitted Papers"
- You will see a screen and you can view details of papers, assign reviewers to papers, remove or download papers or send emails to authors, etc.(See below)



testtest
Multi-Conference Management System

Conferences Payment Profile Help

Welcome, chair.confhub@gmail.com Logout

Conference Address

PC Chair

Submission phase

List of submitted papers	List of authors
Compute preferences and send a mail asking for reviewers' preferences	Compute the automatic assignment of papers
Manual assignment - create or modify	

Selection phase

Status of papers (see reviews and assign a status to papers)

List of papers with status "Accept"

List of papers with status "Reject"

List of papers with status "Moved"

Close the selection phase



Camera-ready phase

Define the slots of the conference	Define the sessions of the conference	Assign accepted papers to sessions
Conference program	Produce the Latex documents (proceedings, booklets, etc.)	

Mails

Click "List of submitted papers" to manage papers submitted to the conference

testtest
Multi-Conference Management System

 Conferences
  Payment
  Profile
  Help

Welcome, chair.confhub@gmail.com [Logout](#)

List of submitted papers

You can choose to show the selection form. It will allow you to select a subset of papers.

Papers in the current selection [Print the selected papers](#)

Title, author	Reviewers	Actions			
936 - Authors' Record(#936), Christian Stefansen (University of Copenhagen) Sriram Rajamani (Microsoft Research India) Parameswaran Seshan (Infosys Technologies, India), (infos)	W author (Remove) chair C (Remove) review R (Remove)	Download	Remove	Assign	Mail authors
937 - Web based Business Process(#937), Jeffy Kennedy (New York University) John Washington (IBM Research Center) Parter Lunau (Macrosystem), (infos)		Download	Remove	Assign	Mail authors
993 - This is a paper)	chair C (Remove) ad ad (Remove) review R (Remove)	Download	Remove	Assign	Mail authors
996 - Network Controller Through Web Browser(#996), bala murugan (MCA,Mphil,PHD., V.Vaithilingam, (infos)	W author (Remove) chair C (Remove) review R (Remove)	Download	Remove	Assign	Mail authors

Click "Infos" to view details of a paper

Click "Remove" to delete a paper

Click "Assign" to assign reviewers to a paper

Collect Preferences & Interested Fields of Reviewers

Such information may be helpful when assigning reviewers on papers.. Click "Send a mail asking for reviewers' preferences" .(See below)

PC Chair Menu

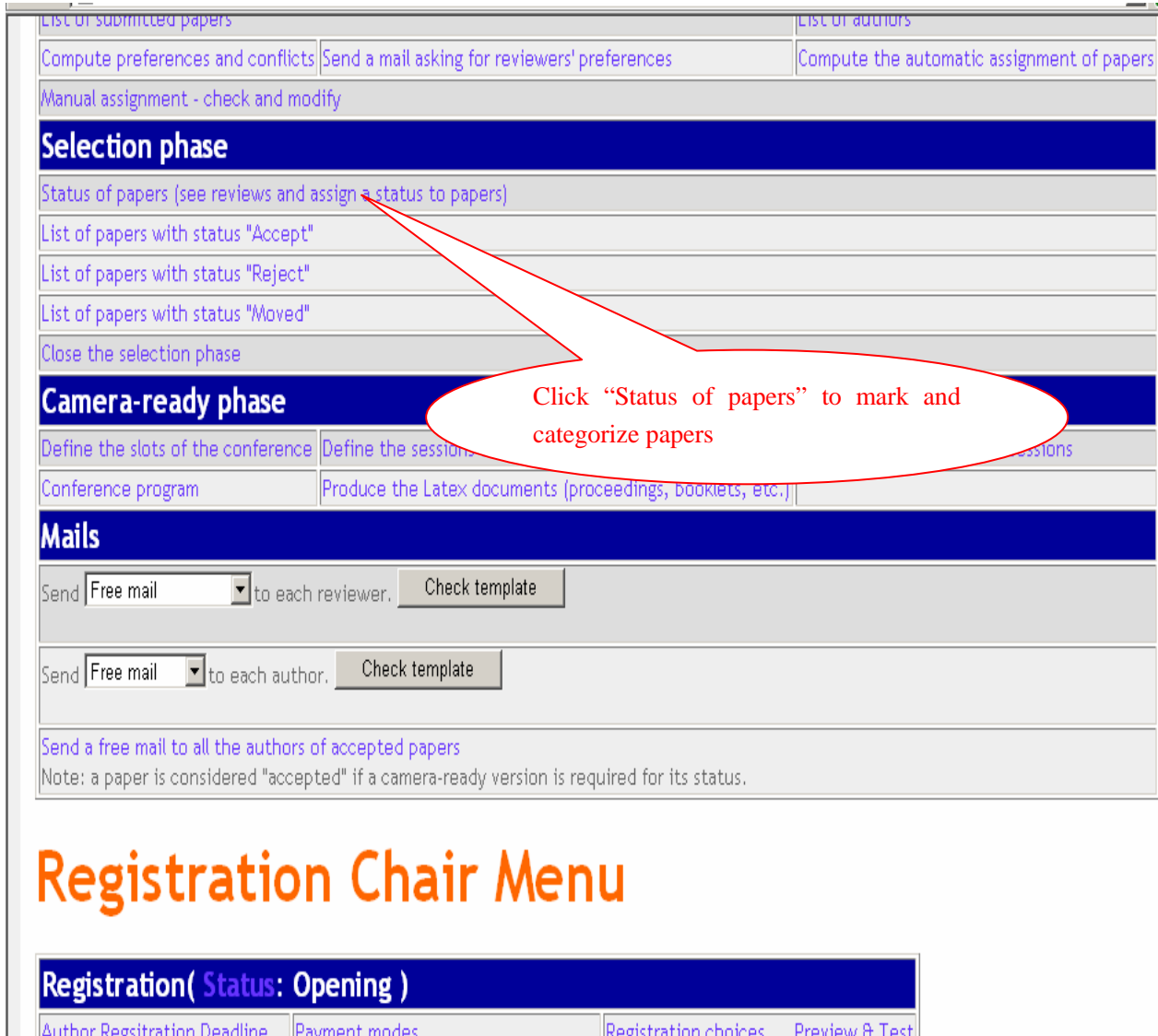
Submission phase		
List of submitted papers		List of authors
Compute preferences and conflicts	Send a mail asking for reviewers' preferences	Compute the automatic assignment of papers
Manual assignment - check and modify		
Selection phase		
Status of papers (see reviews and assign a status to papers)		
List of papers with status "Accept"		
List of papers with status "Reject"		
List of papers with status "Moved"		
Close the selection phase		
Camera-ready phase		
Define the slots of the conference	Define the sessions of the conference	Assign accepted papers to sessions
Conference program	Produce the Latex documents (proceedings, booklets, etc.)	
Mails		
Send <input type="text" value="Free mail"/> to each reviewer. <input type="button" value="Check template"/>		
Send <input type="text" value="Free mail"/> to each author. <input type="button" value="Check template"/>		
Send a free mail to all the authors of accepted papers		
Note: a paper is considered "accepted" if a camera-ready version is required for its status.		

Registration Chair Menu

Click "Send a mail asking for reviewers' preferences" to collect interested fields of reviewers

Assign Status Codes to Reviewed Papers

You may assign status codes to mark and categorize reviewed papers according to their reviews respectively. By default, there exist three status codes: accepted (it refers to papers accepted by a conference), rejected (papers rejected by a conference) and moved (papers moved to another conferences). Click "Status of papers(see reviews and assign a status to papers)" to do this. See below



The screenshot displays the Conferences Hub interface. At the top, there are links for "List of submitted papers" and "List of authors". Below these are several menu items: "Compute preferences and conflicts", "Send a mail asking for reviewers' preferences", and "Compute the automatic assignment of papers". A section titled "Manual assignment - check and modify" is followed by a blue header for the "Selection phase". Under this phase, there are links for "Status of papers (see reviews and assign a status to papers)", "List of papers with status 'Accept'", "List of papers with status 'Reject'", and "List of papers with status 'Moved'". A red callout bubble points to the "Status of papers" link with the text: "Click 'Status of papers' to mark and categorize papers". Below the Selection phase is the "Camera-ready phase" section, which includes links for "Define the slots of the conference", "Define the sessions", "Conference program", and "Produce the Latex documents (proceedings, booklets, etc.)". The "Mails" section contains two rows of "Send" buttons with "Free mail" dropdown menus and "Check template" buttons. The first row is for reviewers, and the second is for authors. A note at the bottom of the Mails section states: "Send a free mail to all the authors of accepted papers. Note: a paper is considered 'accepted' if a camera-ready version is required for its status." Below the Mails section is a large orange header for the "Registration Chair Menu". Underneath, there is a blue header for "Registration(Status: Opening)" and a row of links: "Author Registration Deadline", "Payment modes", "Registration choices", and "Preview & Test".

You can select a status code for a paper and then click the button “Commit” to record the status code in the system

2. Finish up the selected papers

List of papers in the current selection

Commit status changes:

Paper info.	Reviewers	AVG mark	Expertise	Originality	Quality	Relevance	Presentation	Rec
Translation (#998) ad ad (ad US) 1 Show Mail Notify infos reviewers authors Accept <input checked="" type="radio"/> Reject <input type="radio"/> Moved <input type="radio"/>	author.confhub@gmail.com Remove	?	?				?	?
	chair.confhub@gmail.com Remove	?			?	?	?	?
	reviewer.confhub@gmail.com Remove	6	Medium	6	7	6	6	
Summary:		6.0000	Medium	6.0000	7.0000	6.0000	6.0000	
Authors' Record (#936) Christian Stefansen (University of Copenhagen) Sriram Rajamani (Microsoft Research India) Parameswaran Seshan (SETLabs, Infosys Technologies, India) 2 Show Mail Notify infos reviewers authors Accept <input type="radio"/> Reject <input type="radio"/> Moved <input type="radio"/>	author.confhub@gmail.com Remove	?					?	?
	chair.confhub@gmail.com Remove				?	?	?	?
	reviewer.confhub@gmail.com Remove	4	High	4	4	4	4	

Click it to record status codes of papers

Pick a status code here

Define Slots and Sessions of Conferences

Click “Define the slots of the conference” and “Define the sessions of the conference” to handle all these.. (A slot is a period of a given day that hosts one or several sessions)

testtest
Multi-Conference Management System

Conferences Payment Profile Help

Welcome, chair.confhub@gmail.com Logout

Conference Administration tasks

Slot

Date (yyyy-mm-dd)

Begins at (hh:mm)

Ends at (hh:mm)

Lines in table Slot

Date (yyyy-mm-dd)	Begins at (hh:mm)	Ends at (hh:mm)	Modify	Delete
2008-06-29	12:00	18:00	modify	delete

[Add a new line](#)
[Back to the admin menu](#)

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Conferences Payment Profile Help

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Conference Administration tasks

ConfSession

Slot

name

room

comment

chair

Lines in table ConfSession

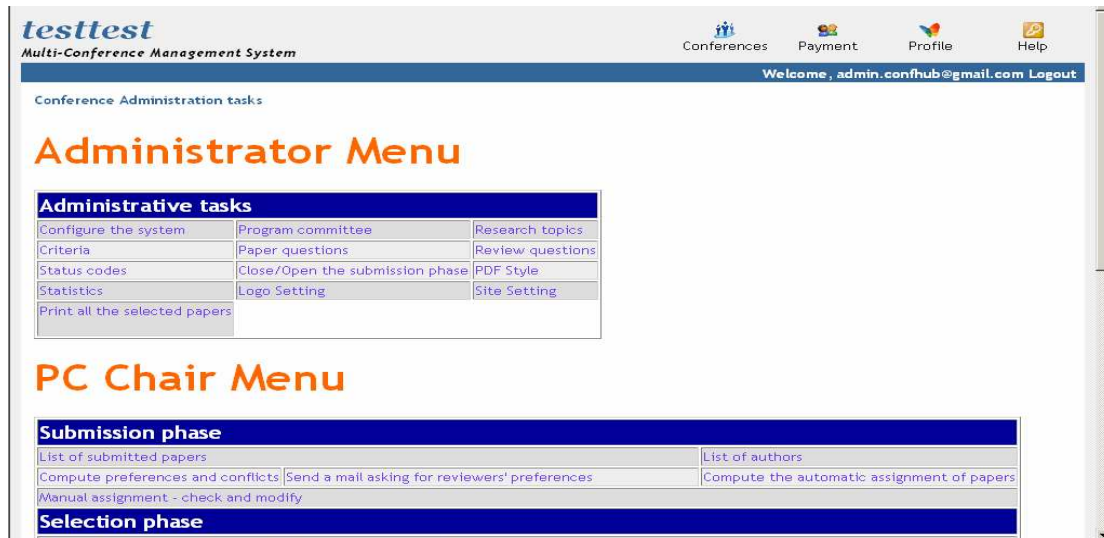
Slot	name	room	comment	chair	Modify	Delete
2008-06-29 (12:00:00-18:00:00)	xxx	45	xxx	chair	modify	delete

[Add a new line](#)
[Back to the admin menu](#)

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Administrator

In addition to access rights and privileges enjoyed by chairs, administrators also have access to the following privileges



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Conference Administration tasks

Administrator Menu

Administrative tasks		
Configure the system	Program committee	Research topics
Criteria	Paper questions	Review questions
Status codes	Close/Open the submission phase	PDF Style
Statistics	Logo Setting	Site Setting
Print all the selected papers		

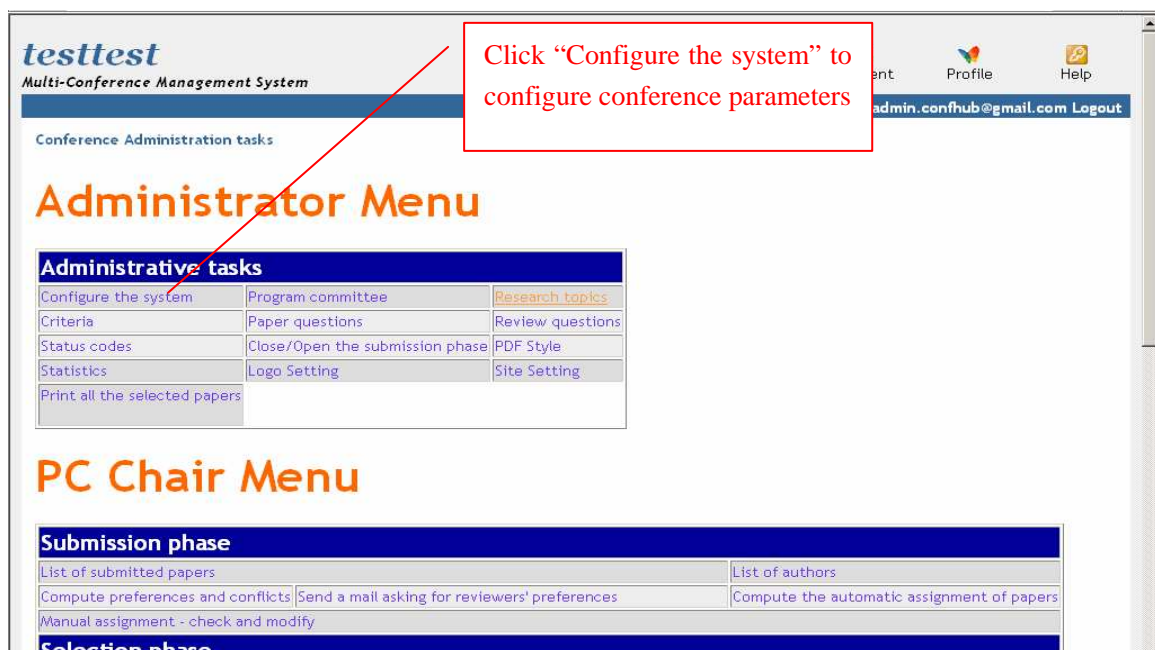
PC Chair Menu

Submission phase		
List of submitted papers		List of authors
Compute preferences and conflicts	Send a mail asking for reviewers' preferences	Compute the automatic assignment of papers
Manual assignment - check and modify		

Selection phase		
-----------------	--	--

Configure Conference Parameters

Click “Configure the system” to configure conference parameters (name, website, holding date/time, conference content, contact email, paper format, automatic mailing, review mode, deadlines, sub/parent conferences and the rest)



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Conference Administration tasks

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PC Chair Menu

Submission phase		
List of submitted papers		List of authors
Compute preferences and conflicts	Send a mail asking for reviewers' preferences	Compute the automatic assignment of papers
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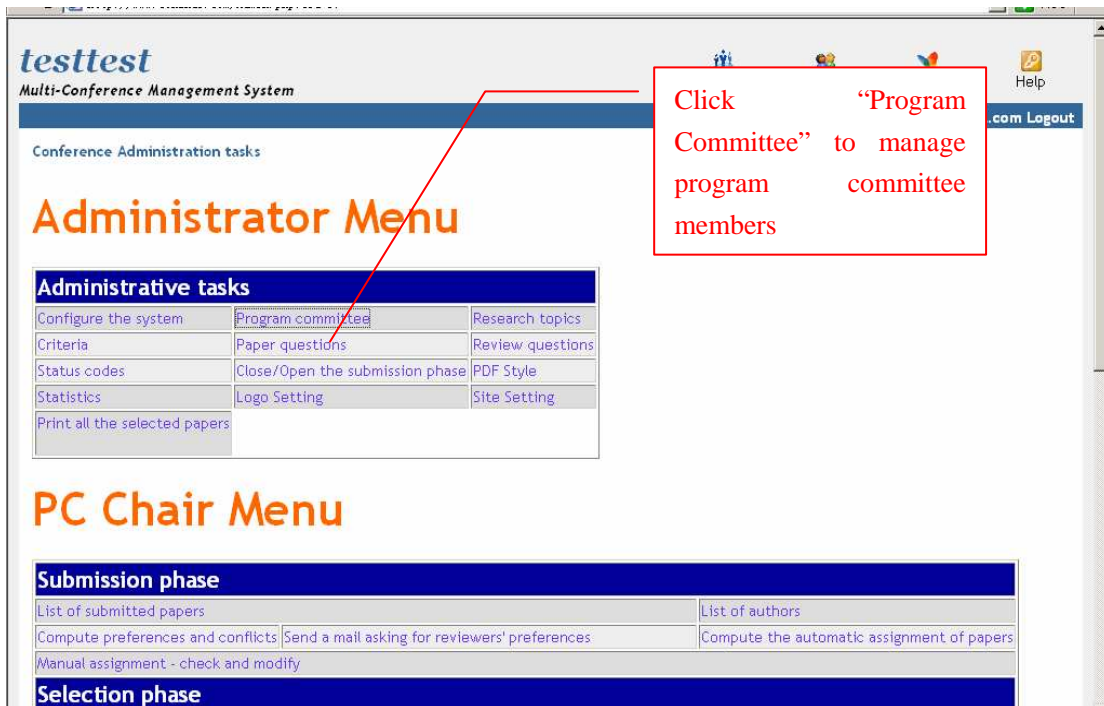
Selection phase		
-----------------	--	--

Configure the system

Configuration form							
Conference acronym	testtest						
Conference name	Test whether Authors are correctly recorded						
URL of the submission site							
Conference mail	zholjophjohjihji@sina.com						
Chair mail	hittle@hotmail.com						
Held Location	Xi'an						
TAG Title	Test						
Config Content	This is a test. Don't submit papers to it.						
Submission options	<table border="1"> <thead> <tr> <th>Files format</th> <th>Multi-topics?</th> </tr> </thead> <tbody> <tr> <td>PDF Postscript Word Zip</td> <td>Yes No</td> </tr> <tr> <td><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/></td> <td><input type="radio"/> <input type="radio"/></td> </tr> </tbody> </table>	Files format	Multi-topics?	PDF Postscript Word Zip	Yes No	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="radio"/> <input type="radio"/>
	Files format	Multi-topics?					
PDF Postscript Word Zip	Yes No						
<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="radio"/> <input type="radio"/>						
	<table border="1"> <thead> <tr> <th>For abstracts?</th> <th>For papers?</th> <th>For camera-ready files?</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table>	For abstracts?	For papers?	For camera-ready files?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For abstracts?	For papers?	For camera-ready files?					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					

Manage Program Committee of the Conference

Add administrators, creators and reviewers, chairs, etc. See below



testtest
Multi-Conference Management System

Conference Administration tasks

Administrator Menu

Administrative tasks		
Configure the system	Program committee	Research topics
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Status codes	Close/Open the submission phase	PDF Style
Statistics	Logo Setting	Site Setting
Print all the selected papers		

PC Chair Menu

Submission phase		
List of submitted papers		List of authors
Compute preferences and conflicts	Send a mail asking for reviewers' preferences	Compute the automatic assignment of papers
Manual assignment - check and modify		

Selection phase

Click "Program Committee" to manage program committee members

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Members of the Program Committee

Add a PC member

Email	<input type="text"/>
First name	<input type="text"/>
Last name	<input type="text"/>
Affiliation	<input type="text"/>
Position	<input type="text"/>
Phone	<input type="text"/>
Fax	<input type="text"/>
Address	<input type="text"/>
City	<input type="text"/>
Country/Region	United States
Zip Code	<input type="text"/>
Roles	<input type="checkbox"/> Creator <input type="checkbox"/> Admin <input type="checkbox"/> Chair <input type="checkbox"/> Reviewer <input type="checkbox"/> Registration Chair

Submit

Program committee

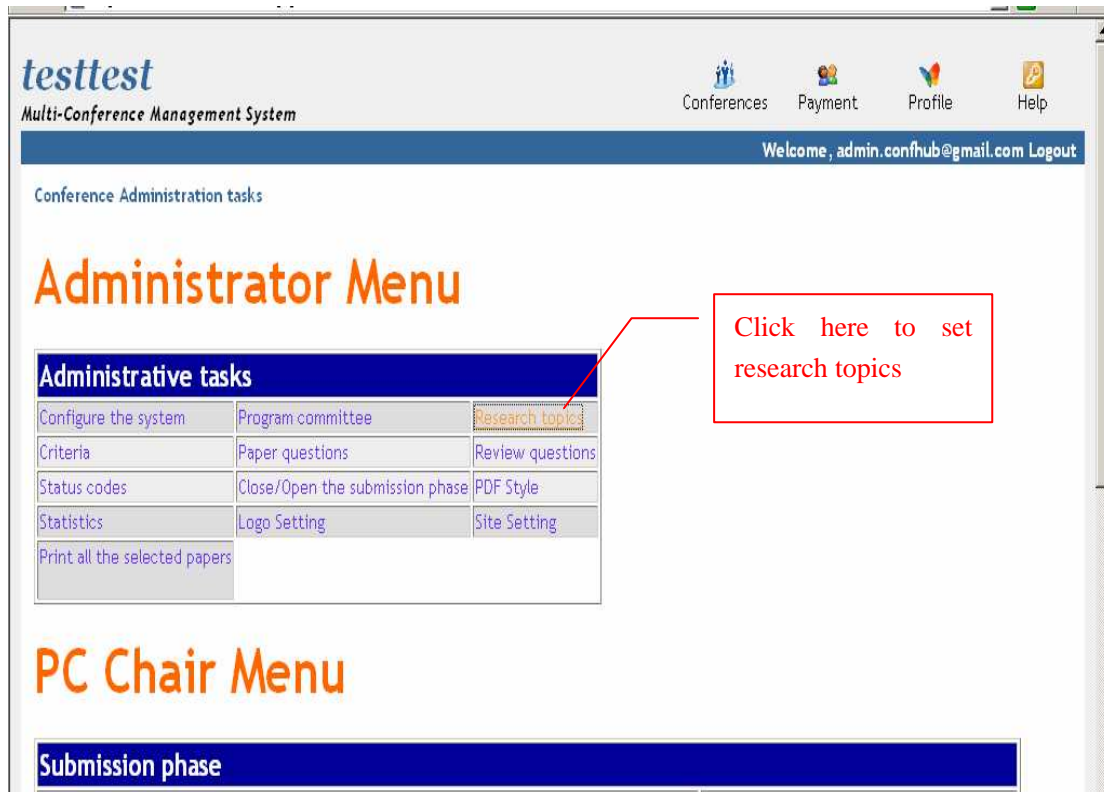
Note: role S=Creator, A = Admin, C = Chair, R = Reviewer, P = Registration Chair.

Email	Name	Topics	Roles	Instructions	Actions
-------	------	--------	-------	--------------	---------

Input PC member's information here

Set Research Topics of Conference

Administrators can set research topics of conferences. When authors submit papers to conferences, they'll see such topics and selected one corresponding to their papers. Click "Research topics" to handle all these



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Conference Administration tasks

Administrator Menu

Administrative tasks		
Configure the system	Program committee	research topics
Criteria	Paper questions	Review questions
Status codes	Close/Open the submission phase	PDF Style
Statistics	Logo Setting	Site Setting
Print all the selected papers		

PC Chair Menu

Submission phase

Set Paper/Review Questions

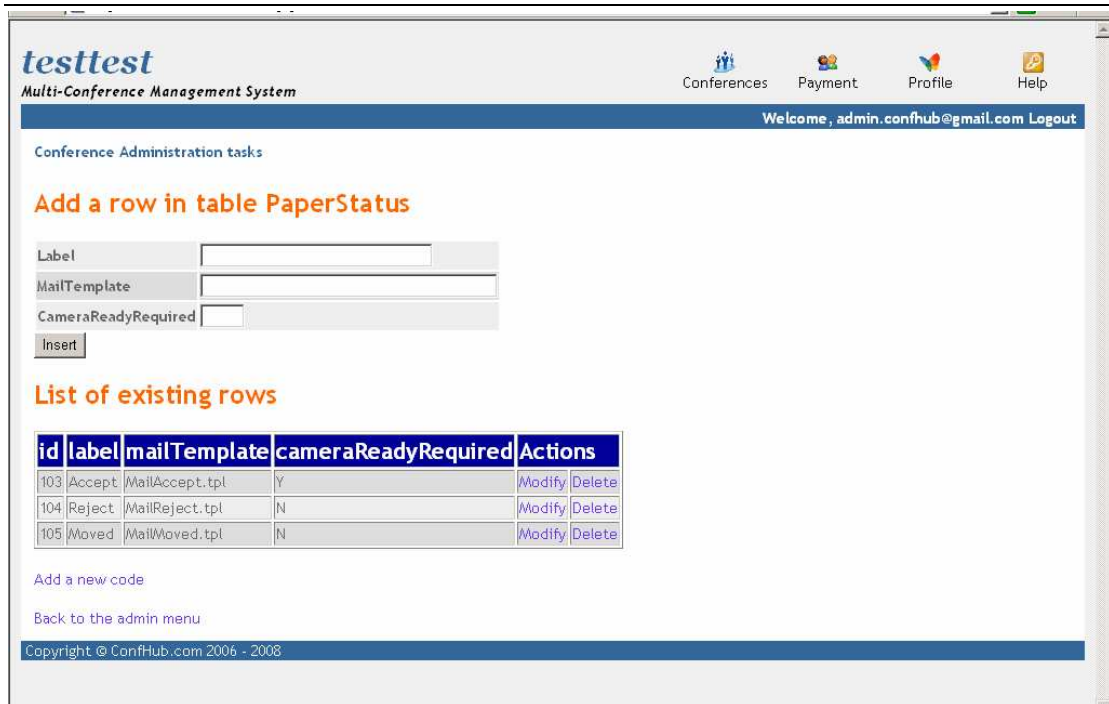
Administrators can set questions to authors and reviewers when they submit or review papers. And authors or reviewers must respond to such questions. This may be helpful in decision-making. Click "Paper Questions" and "Review Questions" to handle all these.

Set Review Criteria

Administrators can set review criteria for reviewers, including criteria name(label), details and weight. Click "Criteria" to handle all these

Set Status Codes

These codes may be used to categorize and group reviewed papers. By default, there are three codes: Accepted, Rejected and Moved. You can modify such codes or add new ones. Click "Status Codes" to handle such things



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Conference Administration tasks

Add a row in table PaperStatus

Label:
 MailTemplate:
 CameraReadyRequired:
 Insert

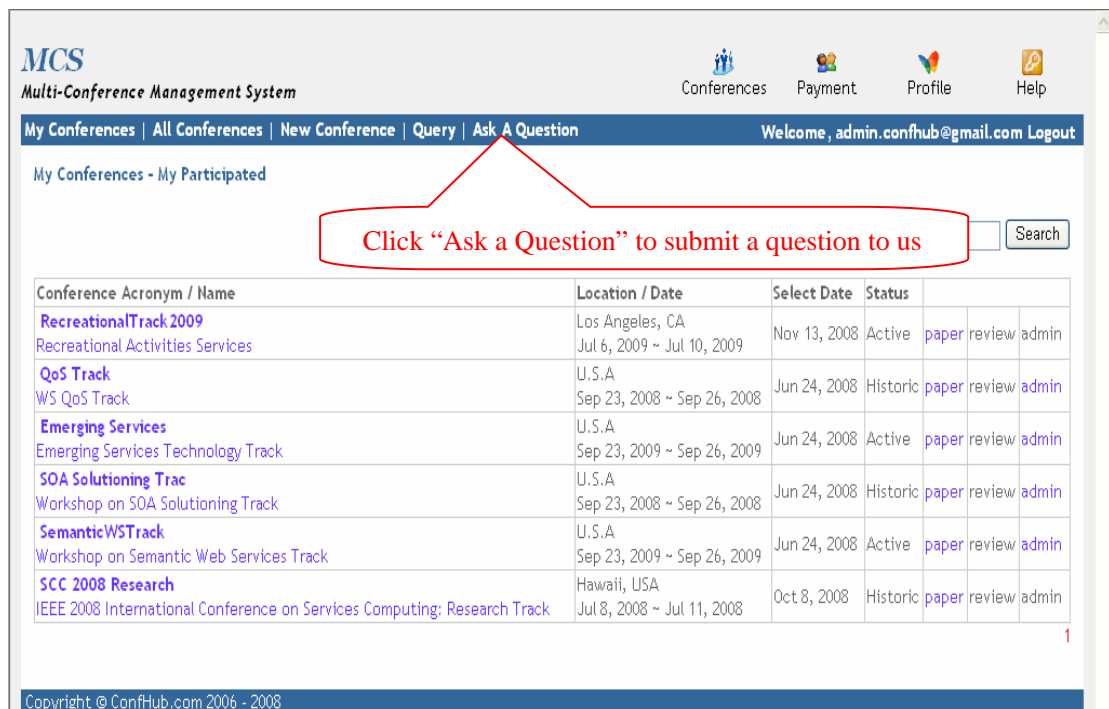
List of existing rows

id	label	mailTemplate	cameraReadyRequired	Actions
103	Accept	MailAccept.tpl	Y	Modify Delete
104	Reject	MailReject.tpl	N	Modify Delete
105	Moved	MailMoved.tpl	N	Modify Delete

Add a new code
 Back to the admin menu

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If you have any questions regarding www.confhub.com, you can submit such questions online and we'll respond to your question as soon as possible. Go through the following steps to submit a question to www.confhub.com



MCS
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My Conferences | All Conferences | New Conference | Query | **Ask A Question**

My Conferences - My Participated

Click "Ask a Question" to submit a question to us

Search

Conference Acronym / Name	Location / Date	Select Date	Status			
RecreationalTrack 2009 Recreational Activities Services	Los Angeles, CA Jul 6, 2009 ~ Jul 10, 2009	Nov 13, 2008	Active	paper	review	admin
QoS Track WS QoS Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	Historic	paper	review	admin
Emerging Services Emerging Services Technology Track	U.S.A Sep 23, 2009 ~ Sep 26, 2009	Jun 24, 2008	Active	paper	review	admin
SOA Solutioning Trac Workshop on SOA Solutioning Track	U.S.A Sep 23, 2008 ~ Sep 26, 2008	Jun 24, 2008	Historic	paper	review	admin
SemanticWSTrack Workshop on Semantic Web Services Track	U.S.A Sep 23, 2009 ~ Sep 26, 2009	Jun 24, 2008	Active	paper	review	admin
SCC 2008 Research IEEE 2008 International Conference on Services Computing: Research Track	Hawaii, USA Jul 8, 2008 ~ Jul 11, 2008	Oct 8, 2008	Historic	paper	review	admin

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4. Privacy Policy

Information we collect

We collect user name, email address and affiliation, country as well as city and zip code, etc.

How we use such information

We use such information to manage papers, book hotels and tickets for users who may attend conferences and handle payment of users. We shall not disclose any such information to any a third party or use such information for other purposes.