

SEE Solutions
Client Meeting Notes 1
9/12/2012
Tyler Mann, Carl Tompkins, Kelly Bedard

General

CCSENE is currently using the same system as the NYCWiC Conference uses. Dr. Flatland uses a different system.

Dr. Lim wants to approve this system because he is not trained how to use the current system, but probably will be trained later.

There are no major flaws in last year's system, but there are some annoyances.

Does want a web interface and does want PHP to be used.

Current system is running on an oraserv production environment.

No Siena specific data, this should be able to be used for any place holding a conference.

Registration Process

Different types of users

- Programming contest registration can have students, advisors, and other attendees.

- Workshop registration – presenters (3 to 6) workshops per conference

- Presenter has to submit an abstract

- Abstract needs to be reviewed (Reviewer from school X cannot review abstracts or papers from people from school X) Reviewers are assigned to abstracts this is held within the system

- Abstract scanned by workshop committee chair in form or pdf

How registration is currently being done for paper submission –

- Paper submission

- Notify

- If accepted presenter sends in a camera ready version of paper

- Register for conference

- When they show up pick up conference materials check in is required if had not paid yet.

Can have different roles throughout the conference, but do not need to register for each role.

Can submit a paper without registering for conference.

Team To Do

Research the conference website and their current system
Look for a complete list of users on the conference website

Future Meetings

two hours a week, one hour can be joined with other team. Dr. Lim would prefer to keep his Fridays open.