Experiences, Problems & Solutions using SPMS for fel 06

- **Database**

- **Registration**

- **General aspects**

- **Paper Processing: Editing & Refereeing**

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Experiences, Problems & Solutions using SPMS for fel 06

First of all: **SPMS worked very well for us and was a huge help**

- Our experiences with SPMS base on Version 5.8 → problems might be solved already

- A lot of the problems occurred might be due to misunderstanding / misuse of SPMS

- A lot of problems could had been solved using / understanding the full potential of SPMS

Introduced here: mostly problems that survived the conference – due to Matt's great support a lot of problems could be solved already during the conference (and are forgotten in the meantime)

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Database: Patrick Laux

- **Version stability / safety:** version changes for a running conference (especially near by a deadline) are critical. May be it is better to freeze the SPMS version and patch it only. In case of updates (and installation) there should be test scripts that verify the success of the update.

- **Help system:** "The need of a simple help system for SPMS is for computer scientists, hacker an other freaks just a bothering fact, but here we felt: it is a 'must have' ".

- **Tolerances in deadlines:** see next slide – registration.

- **Industrial users (exhibitors):** A special registration procedure should be forced.

and here some 'nice to have' points:
- better implementation in a website (variable header and footer scripts, using CSS, SPMS integrated as application in a web site).
- SPMS development: what do you think about oracles "Application Express" (alias contentdb alias webdb)? Or implement a makefile system and using subversion/cvs?
- "come together with all the perl scripts, so it is more compact and easier to handle."

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Registration: Nikoline Hansen

- **Split payment:** often the conference fee is paid by the registrants institute while registrants have to pay themselves for social events (sometimes) and nearly always for any companion connected costs. Is it possible to split the invoices so that these cases can be considered?

- **Various TAXes:** in some countries there are different value added taxes for different things and they have to be listed on the invoice.

- **Obligingness time for Early/Late Registration:** it would be nice for the registration-admin to have an option (button) for setting the early state for a registrant even when the early reg. deadline is over (we had a lot bank transfer confirmations in the week after the deadline, where the registrants actually paid before).

- **Misuse of registration:** registration could sometimes be completed without selecting a "method of payment

- **Excel-sheet:** for some purposes not very concise, Is it possible to select data to be put out? Some problems with special characters (Scandinavian signs, ö,ä, ….)

- **Letter of invitation:** one button generation of "Letter of invitation"?

- **Help system:** most problems caused more by the users lacking understanding of SPMS than by the system: need for a improved help system, maybe popup-windows can help?

- **Registrant log:** Logging of all actions, emails, etc for every registrant like for every paper ?

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General: Roland Mueller & Michael Abo-Bakr

- **Automated emails:** also emails automatically created in the paper handling process or generated by "Editor/Proceedings Administration>Email>Email Utility" should be included in the log like the emails sent with "Overall Database Admin> Email Utility (Repository)"

- **Double use of "Presentation Codes" in abstract submission and in session management:** set by the author during the abstract submission according to his preference/wish but is also used for the session management to fill poster sessions etc! Should it be split?

- **Reset button:** after the test phase and at the beginning of the hot phase, used script left some parts of the statistics unremoved, "reset button" must be highly secured from accidental use

- **Search form I:** for more than one word to be searched in "Word in Title or Abstract" perform and "and" not an "or" search.

- **Search form II:** let web page come up with the unchecked "Exact Title Match" box.

- **Extra files:** some conferences offered already more than just the papers and slides: EPAC04 videos of all talks, fel06 mp3 audio files of all talks, … → include these files in SPMS (*_video, *_audio) like for the talk slides? For smaller conferences maybe even posters could be included (*_poster)? SPMS Admin should be able to select which extra files are allowed for his conference.

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Paper Processing: Michael Abo-Bakr

- **Refereeing:** authors file upload ability logic for all possible dot constellations:

Referee Editor		Upload red dot	No Upload green/orange	No Status ?	Unassigned	Declined
Upload	red dot	Yes	Yes	Yes	Yes	No
No Upload	green/yellow	Yes	No	No	No	No
No Status	?	No	No	No	No	No
Unassigned		Yes	No	No	Yes	No

- **Master status:** make it easier to find out, where actions are required

Paper ID	Files	Final QA	Referee	Editor	Referee	Editor
MOAAU01	Yes	Passed	🟢	🟢	Jörg Rossbach	Michael Abo-Bakr
MOAAU02	Yes	Passed	🟢	⊘		
MOAAU03	Yes	Passed	🟢	⊘		
MOAAU04	Yes	Passed	🟢	🟢	Alberto Renieri	Michael Abo-Bakr
MOAAU05	Yes	Passed	🟢	🟢	Alberto Renieri	Peter Budz

Passed / Pending → **PASSED** / pending, file status logic (problem already solved?)

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Paper Processing II: Michael Abo-Bakr

- **Problem with special dot constellation:** editor = green/yellow, referee = red

without checking the log, it was not possible to distinguish between

   1. action required from author: upload a modified paper version

   2. action required from referee: check the modified paper version

"file status" could have helped, but there was a bug in the logic (problem already solved?!)
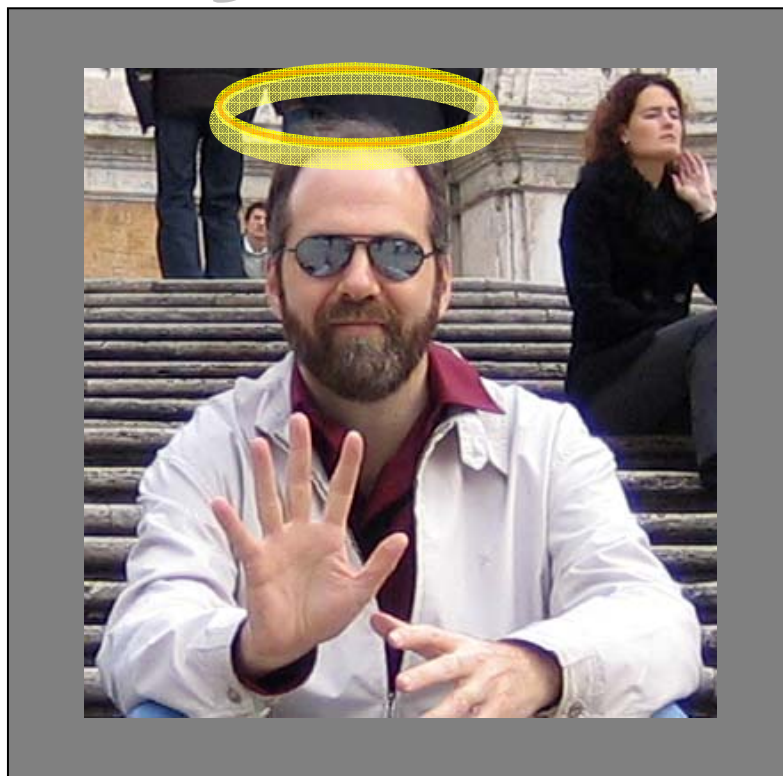
→ very time consuming

reminder mass emails for these two cases needed to send to:

   1. authors, that have to reply to referee's requests by uploading a modified paper version

   2. referee's, that have to check modified paper versions

might be already possible, if "file status" logic is correctly handled in the email utility

("Editor/Proceedings Administration>Email>Email Utility")

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Final conclusion: SPMS was very helpful for fel06 and worked almost perfectly thanks to Matt's fantastic support

Thank you, Matt !!!

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