



PRODUCT DESCRIPTION

NetPaper is a Conference Paper Submission and Review Management System totally online based.

Designed and constructed by scalable units, NetPaper is a flexible tool intended to fully support all activities that come with the submission and the reviewing process in any conference set-up. It significantly reduces the workload of the involved users categories – Authors and Chairs- by managing via web the paper submission flow as well as the collection, maintenance and comparison reviewing procedure.

FEATURES

- User-friendly web interfaces and paper search engines streamlines the paper research as well as the assignation process. The navigation is designed to ease the gathering of information and to secure a high level of interaction: user-to-user and user-to-system.
- Online forms: paper submission, paper evaluation and paper assignation. Functionality to save to database on form submission.
- Incorporation of Content Management tools allowing authorized users to create, modify and delete new profiles of a lower level.
- Send joint e-mails grouped by category of Chairs (functionality available at all committee levels).

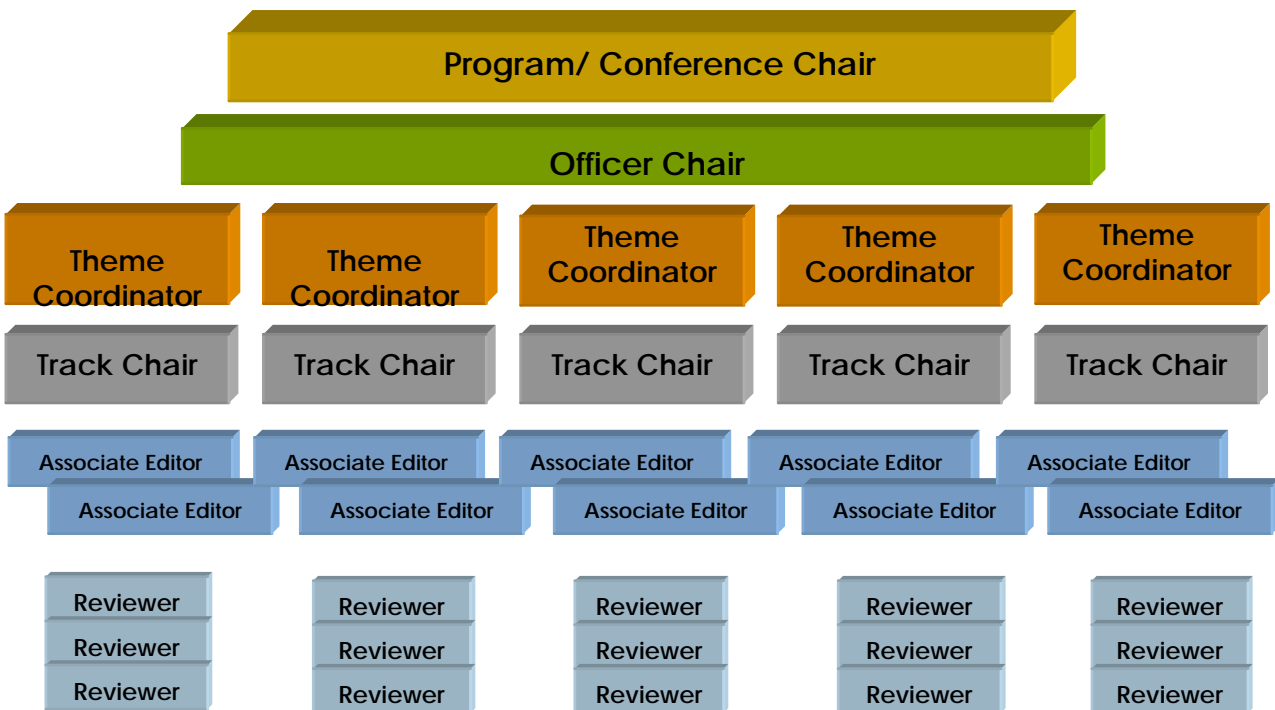


- Content Management tools to administer deadlines, important announcements, creation of new areas and topics.
- Work in progress real time generated log: number of submitted papers, number of reviewed papers and related evaluation etc.
- Real time generated average marks report for each reviewed paper.

•NetPaper guarantees:

- Integrity:** Ensuring that information is complete and accurate before any form is submitted, thus securing proper paper processing.
- Availability:** Ensuring that information is available to users upon request.
- Confidentiality:** Incorporates security standards to protect registered Authors and Committee Chairs from unauthorized access.
- Efficiency:** Ensuring effective and efficient use of resources to meet security requirements.
- Database Security:** User management and access control. Encryption of Database data.

TOP-LEVEL HIERARCHY CONFERENCE STRUCTURE





CONFERENCE LEVELS

Program / Conference Chair

It is the highest level of any conference structure. By logging into the system the Program / Conference Chair can perform the following:

- State the final assessment for each paper
- Have an overall view of the state-of-art
- Act as a System Administrator managing the conference public informative sections such as deadlines, important news or announcements of general interest.
- Creates, modifies and deletes new Chairs, new categories of Chairs and related Areas, Themes and Topics

The Program / Conference Chair's evaluation halts the reviewing procedure by blocking the evaluation process to other Chairs. Once Program / Conference Chair's states his evaluation on submitted papers and decides to close the conference, the system automatically sends a standard e-mail to all Authors. The e-mail body includes the final evaluation ('Accepted', 'Refused' etc.) as well as an URL address through which each Author can view marks and comments that his paper received during the evaluation process and eventually (depending on the final result) a form to re-upload a rectified paper.

Officer Chair / Theme Coordinator

An Officer Chair is in charge of a specific area; a Theme Coordinator is in charge of a group of topics to which papers can be addressed to at the paper submission point. They both take part in the reviewing process.

Track Chair

A Track Chair is in charge of a specific topic: the system displays accordingly all submitted papers addressed to his topic. A Track Chair allocates his papers among his Associate Editors and/or directly to his Reviewers. Through a Reviewer Content Management he can create/modify or delete Associate Editors and Reviewers.

Associate Editor

This profile can be found as an intermediate level between Top Committee Chairs and Reviewers. Associate Editors are appointed by Track Chairs. Associate Editors can create, modify or delete Reviewers through their personalized Reviewer Content Management and assign papers for evaluation. Associate Editors can evaluate papers belonging to different Topics, only one Associate Editor can evaluate the same paper

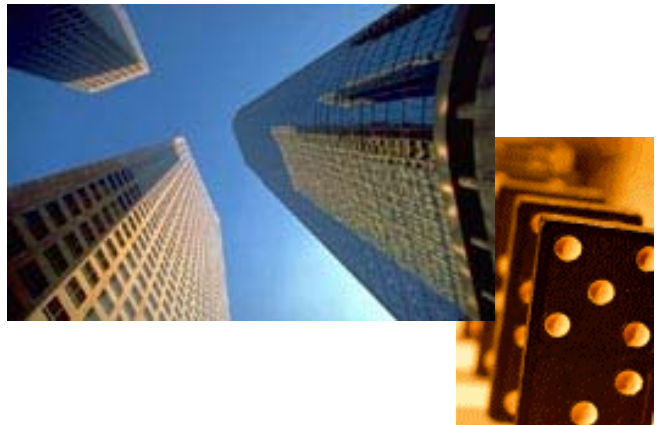


Reviewer

After authentication, each Reviewer can view the list of papers assigned and evaluate each of them through the standard online form. Many Reviewers can review a paper.

Authors

Before submitting a paper, Authors needs to register into the system by simply filling up a form online where they need to input their personal data and to select a username and a password for any future access to the system. Paper submissions and modifications are managed through intuitive interfaces totally online based.



SCALABILITY AND RESIZING

We believe that scalability and flexibility are two issues that have to combine effectively to produce a workable and cost-effective service.

Our aim is to ensure that our customer individual needs and image are properly represented. As such, we are able to work closely at all stages of a project, from initial agreement to sign-off. We therefore plan each version of [NetPaper](#) in order to meet the exact requirements of our customers so as to deliver the best practical solution for each Conference individual set-up.

[NetPaper](#) is designed with the intention of maintaining very little front-end specific code, thus ensuring rapid and cost-effective development and manageability of the application.

[NetPaper](#) was successfully used for ICIS 2002 International Doctorate Consortium. In order to fully support this particular Conference plan, [NetPaper](#) system logic and functionalities were rapidly adapted.

The structure is now finalized as follows:

TOP-LEVEL HIERARCHY ICIS 2002 STRUCTURE



Conference Chair

The Conference Chair has an overall view of the work in progress and acts as System Administrator.

Process Manager

The Process Manager is a new intermediate profile in charge of monitoring all papers as soon as they are uploaded. After checking that each paper meets the Conference compliance standards, the Process Manager accepts or eventually refuses them. The system automatically sends a mail to the Author notifying him about his paper status.

Track Chair

The Track Chair creates, modifies and deletes Reviewers. Only papers that are accepted by the Process Manager are assigned to Reviewers for evaluation.

Reviewers

After authentication, each Reviewer can vision the list of papers assigned and evaluate each of them through a standard online form. Only Reviewers participates in the evaluation process.