

CCSCNE Webmaster Report

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Submission System Modifications

In August I made changes to the submission system for papers, panels, tutorials, workshops and student posters. Previously, only papers and author information was submitted online through the web site.

Improvements to the system include:

- Now the system accepts submitter contact information, keywords and paper/abstract submissions for papers, panel, tutorial and workshop proposals, and student poster abstracts.
- Each type of submission is accepted through a separate web page and form, so if we have descriptions of the differences between panels, tutorials and workshops, those descriptions can be put on the pages to help submitters select the appropriate type of submission for the proposal they have in mind.
- Each type of submission has its own submission page allowing us to clearly describe the intended format and purpose for each type of submission
- Each type of submission has its own contact information/keyword form allowing us to collect different types of contact information and keywords, as well as other information that may be specific to a particular type of presentation, such as workshop capacity, computer lab need, A/V equipment requirements, etc.
- Each submission is assigned a unique submission id number to be used when re-submitting changed proposals, or when submitting camera-ready copy for the proceedings. The submission id numbers are assigned in different ranges for each different submission type to help the editor distinguish among camera-ready copy submissions.
- Submissions are saved in separate directories by submission type, allowing the chairs of the various areas access to the submissions, while preventing access to the other types of submissions. These directories are password protected and web-accessible to allow the various chairs to download submissions.
- The submitter contact/keyword information is saved to the same directories so that it is accessible to the various chairs. Previously it was only accessible to the webmaster.
- Re-submission of all papers/proposals/abstracts is possible through submission type-specific pages.
- Chairs are emailed when submission or resubmission occurs.

Desirable features that are not available. These must be done through the webmaster:

- Chairs cannot delete submissions
- Chairs cannot edit submitter contact/keyword information
- Submissions approved for review cannot be moved to reviewer-accessible directories by the chairs.
- Passwords for access to the chairs areas cannot be changed by the chairs.

Mailing Lists

`ccscne2004@ccscne.org` - This mailing list reaches all members of the CCSCNE 2004 Conference Committee as well as all members of the CCSCNE Board. Anyone on the Committee or the Board may post to this list. Aliases for this list are `2004@ccscne.org` and `ccscne-2004@ccscne.org`.

`board@ccscne.org` - This mailing list reaches all members of the CCSCNE Board only. Anyone on the Board may post to this list. Members of the CCSCNE 2004 Conference Committee cannot post to this list, but should not need to, as all mail on the committee list reached the members of the board.

Last spring we were having problems with some messages not being allowed through due to long headers, attachment sizes, etc. These messages were held for my approval and I did not always approve them in a timely manner. I have been checking for these messages regularly and each time I have had to approve one, I have adjusted the settings on the software to allow these messages through. There have been no messages held by the server for these reasons for the last few months. I will continue to monitor the situation, approve any held messages in a timely manner and tweak the settings.

The other problem that we have encountered with the mailing software is that it is very picky about the sender's address and will not allow messages from variations on the address. For example, if `kwurst@worchester.edu` is subscribed, but I send an email that comes from `kwurst@mail.worcester.edu` the message would be rejected. I have not yet figured out how to adjust the settings to correct this. In the meantime, I ask that anyone who has a message rejected by one of the mailing lists to send me the message, and I will add the alternate address to the subscriber list.

Mailing Addresses and Aliases

All mailing addresses at `ccscne.org` are up-to-date based on the latest committee and board lists.

Each address also has a number of aliases based on alternate spellings/versions of the address, e.g. `paper@ccscne.org` and `papers@ccscne.org`. Any emails sent to an unknown address are sent to the webmaster to be forwarded to the appropriate address, and if the unknown address looks like a reasonable alternate spelling/version, a new alias is created.

Web Site Organization and Content

I continue to make minor changes to the content of the web pages are requested by members of the committee and the board. As discussed at the April Board meeting, the web site could use a major redesign. I have not worked on this as I have been concentrating my efforts on the web-based submission system. I expect to be able to begin a redesign of the web site at the end of the Fall 2003 semester.