Implementation of EDAS Management System In IEEE Conferences

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Abstract. International conference is a significant activity for an educational institution, especially for a university. Organizing an international conference will increase the credibility of the university. One of the challenges of organizing a conference is a large number of participants from various parts of the world with various backgrounds. Despite its excellent research performance, UniMAP still needs to work on organizing international conferences. EDAS is a system to help organizers in managing conferences properly. The service program is carried out with collaborators to conduct workshops and training on conference management with the EDAS system. Therefore, partners (UniMAP) can organize international conferences properly and maximally.

Keywords: EDAS; Management; Automatic; System; Conference

1 Introduction

International conference is a significant activity for an educational institution, especially for a university. Organizing an international conference will increase the credibility of the university. If a university manages to organize international conference activities well, the level of public trust in the university will increase. Holding international conferences is one of the markers for the public that the university has good research performance and can organize events at the international level [1].

However, organizing a conference takes work. A large number of participants from various parts of the world and backgrounds is one of the challenges for the committee. Poor management will impact the credibility of the institution or the reputation of the university. Therefore, good management is needed so that the conference runs smoothly. An organized management system will make it easier for the committee to organize conferences, starting from managing papers and events, and publishing papers [2][3]. One way to ease organizers in managing conferences properly is by using the EDAS system. EDAS is a system designed to manage and accommodate conferences and journals worldwide. The EDAS system assists organizers in managing papers and participant registration. By using the EDAS system paper will be neatly reviewed and can be directly reviewed by reviewers. Another benefit of using the EDAS system is that conferences can be seen by everyone from different parts of the world, without having to promote to other platforms [4][5].

The partner in this service activity is Universiti Malaysia Perlis (UniMAP). UniMAP is the 17th public university in Malaysia. Approved by the Cabinet of Malaysia in May 2001, it started as a university college - Kolej Universiti Kejuruteraan Utara Malaysia (KUKUM). The institution's first admission consisted of 116 engineering students who started classes in June 2002. In February 2007, KUKUM was upgraded to a full-fledged university and renamed Universiti Malaysia Perlis (UniMAP). UniMAP is one of only four technical universities in Malaysia [6]. UniMAP's vision and mission are to produce highly skilled

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engineers to meet and support the Malaysian Industry. Over the years, UniMAP has persisted in this mission. The mission aims to produce exemplary individuals who will contribute to the development agenda and competitiveness of the industry. UniMAP became the leading technical university in the Malaysian region, enhanced by being actively involved in developing leading industries in the region and globally. UniMAP has niche areas in developing engineering fields, including Engineering Technology, Technology, Science, and relevant fields, emphasizing electronics.

UniMAP has established a good relationship with UMY, as evidenced by an MOU between UniMAP and UMY. UniMAP also actively contributes to several UMY activities, including as a partner in the international conference ICE3IS 2022 (https://ice3is.umy.ac.id/2022/organizingcommittee/) in November, AIROSIP 2023 (https://airosip.umy.ac.id/2023/) in August, and IEEE IWAIIP 2023 (https://iwaip.umy.ac.id/2023/organizing-committee/) in December. Proof of UniMAP's partnership with UMY can be seen in Figure 1.

Despite being excellent in research performance, UniMAP is still overwhelmed with organizing international conferences. In organizing the conference, UniMAP, especially mechatronics, did not use the EDAS system for the management. Therefore, workshops and training on conference management with the EDAS system will greatly help UniMAP or partners manage international conferences even with few human resources. The consideration of the conference management and factors that contribute to the selection process of meetings from the perspectives of the attendees have been discussed in some publications [7-19].

2 Methodology

![Flow Chart Design Research](image)

Figure 1. Flow Chart Design Research

2.1 Implementasi Program

The flowchart of activities is shown in Figure 2. The activity was carried out in two stages, the preparation stage and the implementation stage.
2.1 Preparation Stage
The preparation stage is necessary to collect the latest information and prepare everything for the implementation stage. This preparation stage consists of:
1. Contacting and discussing problems faced by partners.
2. Having a discussion with partners and sharing the workload
3. Contacting other relevant parties in the implementation of activities.
4. Preparing the necessary equipment for the implementation of training.

2.2 Implementation Stage
1. First Step (January)
At this stage, training was carried out on the management of proceeding registration. The implementation of the conference was begun by creating a conference website, proposing cooperation with publishers, and entering the conference into the EDAS system. This stage is the initial stage that determines the success of conference registration. We also delivered information about parties related to organizing the conference to facilitate the registration process.

2. Second Step (January)
At this stage, training on Paper Review Management was carried out. The quality of the paper submitted by authors with various backgrounds needed to be reviewed again to match the publisher's format and follow the standards that the organizer had determined.

3. Third Step (March)
At this stage, the Conference's Financial Management training was carried out. The Conference's Financial Management which was started with registration fees, publishing fees, and others can be managed directly and integrated through the EDAS System. Payments through the EDAS System can also be handled integratedly, both domestic and foreign charges. Hence, it can reduce errors when paying and receiving payments from various countries.

4. Fourth Step (March)
At this stage, management training for proceedings was carried out. After organizing the seminar, all papers that had been presented were revised by the author and managed to be subsequently submitted to the publisher.

2.2 Program Monitoring and Evaluation.
Hasil monitoring terhadap alat penyiram otomatis:
   a) Monitoring the committee performance on the conference management system
   b) Monitoring participant addition and managing the reviewer tasks
3 Results and Discussion

The program that has been implemented is in the form of 2 trainings as can be seen in Figures 2 and 3 as well as several mentoring meetings to monitor the registration process of IEEE proceedings and also EDAS monitoring in monitoring papers that have been submitted by participants.

3.1 Monitoring of Registered Paper

Before conducting the review process, participants registered their writings in the EDAS system as can be seen in Figure 4. Through the EDAS system, many activities are assisted and managed easily. One of the important things in using EDAS is to give assignments to reviewers who are assigned to review based on their expertise.
Figure 4. List of participants who submitted titles and abstracts and full papers to EDAS. The program has run well with a perfect and complete form of the IEEE conference website both IWAIIP and AMMES 2023 as can be seen in Figure 5.

Figure 5. Development of IEEE AMMES and IWAIIP 2023 conference websites
3.2 Monitoring Results

Based on the monitoring results, both conferences are in the process of reviewing and deciding whether participants’ papers are accepted or not.

4 Conclusions

This service program has been running well and will continue until the conference is held in December 2023 and the papers from participants are published in IEEE Explorer and indexed in the Scopus database.

References

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