



COMMON GROUND

**Conference Software
and Services**



Overview

The CGPublisher conference management software is a high-performance web-based platform that uniquely supports both conference management and publishing. This dual purpose software enables organisations to not only effectively manage critical conference data but also to capture and publish the data in various professional and academic formats.

THE POWER TO PUBLISH IS NOW MORE ACCESSIBLE THAN EVER BEFORE

Many organisations are realising that the value of conferences is maximised when the conference content can be published to reach and influence a broader audience. With its in-built publishing capability, CGPublisher provides scientific, corporate, government and non-government organisations with the most comprehensive content management tool in the market.

PERFORMANCE COUNTS

CGPublisher has been rigorously tested in high-stakes environments. Common Ground successfully manages 7 international conferences annually, with registrations exceeding 3000 delegates on average. Additionally the company has partnered with several other Australian organisations, using the software to manage and publish the proceedings of national conferences that have global implications.

SUPPORTING AND STREAMLINING CONFERENCE WORKFLOW

CGPublisher provides conference organisers and conference participants with sophisticated tools that support and streamline the creation and management of conference content. Featuring individually maintained websites and a fully-operational online bookstore, CGPublisher works harder and performs better than any other conference software.

CGPublisher Features



CONFERENCE MANAGEMENT

Using CGPublisher, a conference organiser can manage all aspects of a conference, including:

- Conference website design and maintenance.
- Call for papers.
- Registration management: an online e-commerce facility for registrations and other services (accommodation and extras).
- Presentation reviewing, paper refereeing and publication processes.
- Contact database, for contacting registrants before, during and after the conference.



CONTENT CREATION AND MANAGEMENT

CGPublisher provides conference organisers and participants with content management tools that support:

- An easy-to-maintain personal website with links from the main conference site.
- Simple creation of a diary (blogging), posting of personal photos, biographical data and creating a listing of useful links.
- A bookstore where participants' conference publications appear.



PUBLISHING

CGPublisher provides conference organisers with unique publishing capabilities including:

- Submission of papers (in any file format; Common Ground can supply Word templates), or other electronic content (PowerPoint, audio etc.).
- Referee Tracking process—for double-blind, one-way-blind and open refereeing.
- Purchasing published content—an online bookstore through which conference content can be sold or given away for free, in electronic or physical formats.
- Standards-compliant publishing—all papers are captured with metadata, such as title, author, copyright and publisher information, which can be easily transferred to other digital content management and cataloging systems.

CGPublisher works harder & performs better

- Maximising the value of conference outcomes for organisers and participants
- Capturing valuable intellectual property in a congruent format for both conference management and publishing
- Supporting and streamlining the various interfaces between the conference organiser and key stakeholders
- Increasing the professionalism and efficiency of your conference management capability with software that features rigorously tested and refined tools

Who would benefit from using CGPublisher?

Scientific, academic, corporate, government and non-government organisations that manage conferences with an emphasis on content management and publishing.

CGPublisher in Action

CONFERENCES HOSTED BY COMMON GROUND

www.learningconference.com

www.sustainabilityconference.com

www.technology-conference.com

www.humanitiesconference.com

www.diversity-conference.com

www.managementconference.com

www.bookconference.com



Conference Management Services

As experienced organisers of conferences ourselves, we have developed a set of best practices for managing the 'behind-the-scenes' tasks of a conference organiser. Whether clients have a fledgling idea or a fully articulated program, Common Ground has the experience and skill to develop and produce a dynamic and memorable conference from start to finish.

OUR SERVICES INCLUDE:

Content Management

- Research and write innovative conference programs either autonomously or in consultation with the client.
- Manage the recruitment of main speakers.
- Manage the call-for-papers.
- Facilitate professional refereeing of papers submitted.
- Design and typeset of papers for publication.

Relationship Management

- Source and confirm appropriate conference advisory boards.
- Develop and manage relationships with established or new conference partners.
- Conference secretariat services: provide support to conference registrants and participants through their booking process; online and on-site services.

Content Publishing

- Managing the peer refereeing process.
- Typesetting for print and electronic formats.
- Publication to an online bookstore.

Marketing and Promotions

- Devise targeted promotional and marketing plans and co-ordinate the implementation of these plans.
- Design the conference website, print promotional materials etc.

Financial Management

- Provide a detailed budget.
- Process conference fees.
- Full financial reporting.

Technical Management

- Conference website development and maintenance.
- Online and print publication of proceedings.
- E-commerce enabled software for registrations, accommodation and other services.

Logistics Management

- Co-ordinate venue requirements, produce and print programs
- Co-ordinate speaker involvement and manage delegate needs, including food and beverage requirements,
- Co-ordinate audio visual requirements.

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