



# Logistics Manager – Your Conference, Seamlessly Coordinated.

Harshita Panwar, Isha Choudhary, Krishna Jaiswal, Prof. Vibhore Jain, Dr. Vandana Kate, Prof. Chanchal Bansal

Department of Computer Science and Information Technology

Acropolis Institute of Technology and Research

Bypass Road, Manglia Square, 453771

<[harshitapanwar220819@acropolis.in](mailto:harshitapanwar220819@acropolis.in)>, <[ishachoudhary220643@acropolis.in](mailto:ishachoudhary220643@acropolis.in)>, <[krishnajaiswal220417@acropolis.in](mailto:krishnajaiswal220417@acropolis.in)>,  
<[vibhorejain@acropolis.in](mailto:vibhorejain@acropolis.in)>, <[vandanakate@acropolis.in](mailto:vandanakate@acropolis.in)>, <[chanchalbansal@acropolis.in](mailto:chanchalbansal@acropolis.in)>

## 1. Abstract

In the fast-paced environment of modern conferences, efficient logistical coordination is crucial yet often overlooked. Organizers frequently rely on scattered tools, emails, and manual follow-ups, which can lead to miscommunication, confusion, and inefficiencies. The lack of a centralized, real-time system to manage speaker itineraries and overall logistics creates friction and reduces the overall quality of the event experience.

Logistics Manager is a comprehensive web-based solution developed to streamline the end-to-end scheduling process for conferences, specifically catering to organizations seeking clarity, control, and simplicity in event management. Built using HTML, CSS, PHP, and MySQL, the platform features a dual-interface design — a Speaker Dashboard and an Admin Panel — that ensures tailored functionality for both presenters and organizers. With tools like Real-Time Checklist Sync, Travel Intel, and Point-of-Contact Spotlight, speakers stay organized and informed. Meanwhile, organizers benefit from a Mission Control Panel with Live Status Pulse Tracking and Logistics Intelligence Core, enabling real-time oversight. It transforms complex logistics into effortless coordination.

Though recently deployed and yet to undergo field testing, Logistics Manager already demonstrates its potential as a lightweight yet powerful tool for optimizing conference execution. By addressing the pain points of fragmented communication and scattered logistics, it aims to redefine how conference schedules are built, tracked, and completed — with precision, ease, and mutual clarity. Its implementation promises more professionally managed events, greater satisfaction among participants, and a new standard of operational excellence for organizers.

**Keywords:** conference scheduler, event logistics, speaker management, admin dashboard, PHP and MySQL web app, real-time task tracking, travel coordination, schedule automation

## 2. Introduction

Coordinating a conference involves more than just setting dates and venues — it requires precise scheduling, timely communication, and seamless logistical planning. Yet, many organizations, regardless of scale, still rely on outdated tools like spreadsheets, scattered emails, and messaging apps to manage complex event operations. These methods often lead to delays, confusion, and avoidable disruptions.

Imagine a scenario where a speaker misses their session because of a last-minute change communicated over an overlooked email thread, or a vehicle is delayed due to poor coordination. These issues, though common, can impact the overall professionalism and experience of the event.

To address this recurring problem, *Logistics Manager* was developed as a centralized, web-based platform aimed at simplifying conference logistics. Built with HTML, CSS, PHP, and MySQL, it offers a dual-interface system — a Speaker Dashboard and an Admin Panel — tailored to meet the distinct needs of presenters and organizers. With real-time task tracking, travel information access, and live schedule updates, the system replaces fragmented workflows with structured clarity. *Logistics Manager* brings a modern, reliable approach to event management, helping ensure that both speakers and organizers remain informed, coordinated, and confident throughout the conference.

## 3. Literature Review

Planning and executing a successful conference go far beyond securing venues and speakers — it's about keeping everything and everyone in sync. Over the years, several tools have tried to address this. Platforms like EasyChair [<https://easychair.org>], ConfBay [<https://submit.confbay.com>], and OpenConf [<https://www.openconf.com>] are well-known in academic circles for managing submissions, reviews, and schedules. But these systems primarily focus on research content and often overlook real-time logistics between organizers and speakers [[ResearchGate, 2024](#)].

On the commercial side, tools like Whova [<https://whova.com>] and Eventzilla [<https://www.eventzilla.net/us>] take a broader approach. They handle ticketing, attendee networking, and engagement features — great for general events, but not always tailored for speaker coordination or admin oversight (Whova, Eventzilla).

Recently, researchers have explored more intelligent solutions, using optimization techniques and AI. For example, studies on track-based scheduling show how algorithms can help automate talk arrangements (MDPI, 2022). Other work has explored using large language models to draft session schedules efficiently ([arXiv, 2024](#)).

Still, a noticeable gap remains — most systems don't fully address the logistical friction between planning and execution. Real-time updates, speaker checklists, travel coordination, and admin oversight are rarely built into one accessible platform. This is where *Logistics Manager* steps in, offering a more human-centered, real-time coordination tool tailored for the overlooked but critical side of conference management: logistics.

S.No.	Platform/Study	Limitation Highlighted	Source
1	EasyChair, ConfBay, OpenConf	Lacks real-time logistics and speaker-organizer coordination	<a href="https://www.researchgate.net/publication/377112114_A_COMPARATIVE_REVIEW_OF_CONFERENCES_MANAGEMENT_SYSTEM">https://www.researchgate.net/publication/377112114_A_COMPARATIVE_REVIEW_OF_CONFERENCES_MANAGEMENT_SYSTEM</a>
2	Whova	Not tailored for backend logistics or admin-speaker workflows	<a href="https://whova.com/blog/free-event-planning-software-make-you-rockstar/">https://whova.com/blog/free-event-planning-software-make-you-rockstar/</a>
3	Eventzilla	Focuses on event promotion, lacks deep speaker management functionality	<a href="https://www.eventzilla.net/blog/comparisons/event-management-software/">https://www.eventzilla.net/blog/comparisons/event-management-software/</a>
4	MDPI Study (Track Scheduling)	Focus on academic scheduling, not holistic logistical coordination	<a href="https://www.mdpi.com/2227-7390/10/21/3976">https://www.mdpi.com/2227-7390/10/21/3976</a>
5	arXiv Study (LLMs in Scheduling)	Experimental; does not include logistics or transport planning	<a href="https://arxiv.org/abs/2406.07573">https://arxiv.org/abs/2406.07573</a>

Table 1: Literature Review

#### 4. Key Features

*Logistics Manager* is designed to bring structure and simplicity to the otherwise chaotic process of organizing conferences. With an emphasis on real-time coordination and user-specific interfaces, it transforms logistics from a burden into a seamless, streamlined experience.

##### i. Dual-Interface Architecture

Separate dashboards for speakers and organizers to reduce clutter and focus on relevant tasks.

##### ii. Speaker Dashboard

- a. Personalized session schedules
- b. Real-time task checklist
- c. Travel and accommodation info
- d. Session and venue details at a glance
- e. Assigned point-of-contact visibility

##### iii. Admin Control Panel

- a. Centralized overview of all speaker schedules and statuses
- b. Real-time schedule editing and task assignment
- c. Full logistics control including travel, lodging, and communications
- d. Instant access to individual speaker details

##### iv. Real-Time Task Tracking

Live checklist progress for each speaker, ensuring accountability and reducing manual follow-ups.

- v. Travel & Transport Integration  
Pre-loaded with flight details, vehicle assignments, and pickup schedules to prevent last-minute confusion.
- vi. Point-of-Contact Mapping  
Every speaker has a clear line of communication with their assigned organizer or volunteer.
- vii. Clean, Responsive Web Design  
Accessible on any device, with no need for additional downloads or technical overhead.
- viii. Unique Selling point (USP)

*Logistics Manager* focuses on the most neglected part of conference planning — **real-time, speaker-specific logistical coordination** — and delivers it through an intuitive, dual-interface system that makes both speaker experience and admin control smarter, faster, and remarkably simpler.

## 5. Proposed Methodology

The *Logistics Manager* was built with a hands-on, goal-oriented approach to tackle real issues that often come up during conference planning.

- i. **Requirement Analysis**  
We started by looking at existing tools like EasyChair and Whova. While they're useful, we noticed they don't offer features like real-time updates, help with travel coordination, or tools for tracking speaker tasks.
- ii. **System Design**  
To keep things simple and easy to manage, we went with a monolithic architecture. We created two different interfaces—one for administrators and one for speakers—and mapped out how everything connects using an ER diagram and database schema.
- iii. **Frontend Development**  
Using HTML and Tailwind CSS, we built a clean, responsive interface. The goal was to make sure both user roles had easy access to what they needed, no matter what device they were using.
- iv. **Backend & Database**  
The backend was developed with PHP, featuring session-based logins and role-based permissions. MySQL was used to organize and manage all the data, including users, schedules, vehicles, and venues.
- v. **Testing & Validation**  
We ran tests using sample data to check that core features—like logging in, updating tasks, and viewing schedules—worked as expected. To make sure the system felt intuitive, we also ran some mock user sessions.
- vi. **Deployment & Feedback**  
The system was set up on a local server for initial testing. We're now collecting feedback to fine-tune the design and figure out which features to add next.

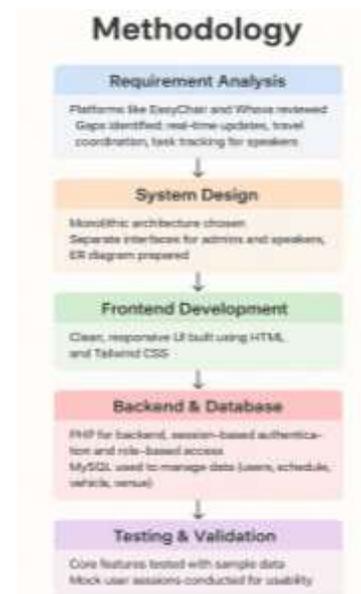


Fig. 1: Flow of Methodology used

## 6. Future Scope

As helpful as *Logistics Manager* is now, there are several ways it can grow to support even more dynamic and complex events in the future:

- i. Smart Reminders  
Add automatic email or SMS notifications to remind speakers about upcoming sessions, tasks, or last-minute changes.
- ii. Mobile App Access  
Build a mobile-friendly app so users can check their schedules, tasks, and contacts on the go — even offline.
- iii. Visual Dashboards for Organizers  
Include simple charts and progress indicators to help admins quickly see what's done, what's pending, and where help is needed.
- iv. Multi-Role Support  
Allow different types of users (like volunteers or tech staff) to log in with role-specific access and responsibilities.
- v. Calendar and Map Integration  
Sync with tools like Google Calendar and Maps so users can easily plan their day and navigate to venues.
- vi. Support for Large, Multi-Track Events  
Enhance scheduling logic to support bigger conferences with overlapping sessions, multiple venues, and varied roles.

These additions would make *Logistics Manager* more flexible, user-friendly, and ready to handle all kinds of real-world event challenges — while keeping things simple for everyone involved.

## 7. Result

The first run of *Logistics Manager* on a local server showed promising results. Admins could easily assign schedules, vehicles, and POCs without digging through spreadsheets, while speakers had everything they needed — from session times to travel details — in one place. The real-time checklist made it easier for speakers to stay on track without needing constant reminders.

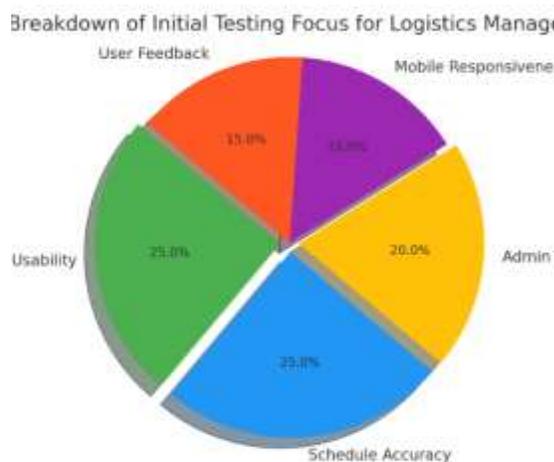


Fig. 2: Pie Chart showcasing the highlights of Logistic Manager

The interface worked smoothly across devices, and users were directed to the right dashboard based on their role. During testing, all key features performed reliably, and no major issues were found. Even in mock scenarios, the platform reduced confusion and made coordination feel simpler.

Early feedback was positive. Testers found the system clean, easy to use, and helpful in avoiding last-minute chaos — exactly what it was built for.

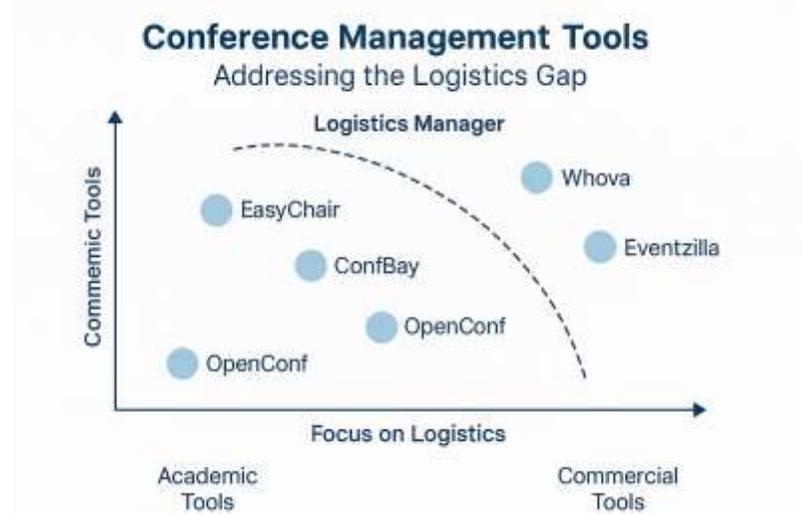


Fig. 3: Performance of Logistic Manager

## 8. Conclusion

Logistics Manager was built to solve a real and often overlooked problem in conference planning — managing logistics in a clear, coordinated way. By bringing together schedules, task tracking, and travel details into one platform, it removes the guesswork and last-minute confusion that organizers and speakers often face.

By putting everything in one place, from schedules to travel plans, it helps organizers stay in control and speakers stay informed. It's still early, but even in testing, it's already making things feel a lot more manageable.

## 9. References

- i. EasyChair. (n.d.). Retrieved from <https://easychair.org>
- ii. ConfBay. (n.d.). Retrieved from <https://www.confbay.com>
- iii. OpenConf. (n.d.). Retrieved from <https://www.openconf.com>
- iv. Whova. (2024). Free Event Planning Software That Makes You a Rockstar. Retrieved from <https://whova.com/blog/free-event-planning-software-make-you-rockstar/>
- v. Eventzilla. (2024). Event Management Software Comparison. Retrieved from <https://www.eventzilla.net/blog/comparisons/event-management-software/>
- vi. MDPI. (2022). Optimization Techniques for Academic Conference Track Scheduling. *Mathematics*, 10(21), 3976. <https://www.mdpi.com/2227-7390/10/21/3976>
- vii. ResearchGate. (2024). A Comparative Review of Conference Management Systems. Retrieved from [https://www.researchgate.net/publication/377112114\\_A\\_COMPARATIVE\\_REVIEW\\_OF\\_CONFERENCE\\_MANAGEMENT\\_SYSTEM](https://www.researchgate.net/publication/377112114_A_COMPARATIVE_REVIEW_OF_CONFERENCE_MANAGEMENT_SYSTEM)
- viii. arXiv. (2024). Program Scheduling Using Large Language Models. Retrieved from <https://arxiv.org/abs/2406.07573>