

EasyChair Instructions for Authors

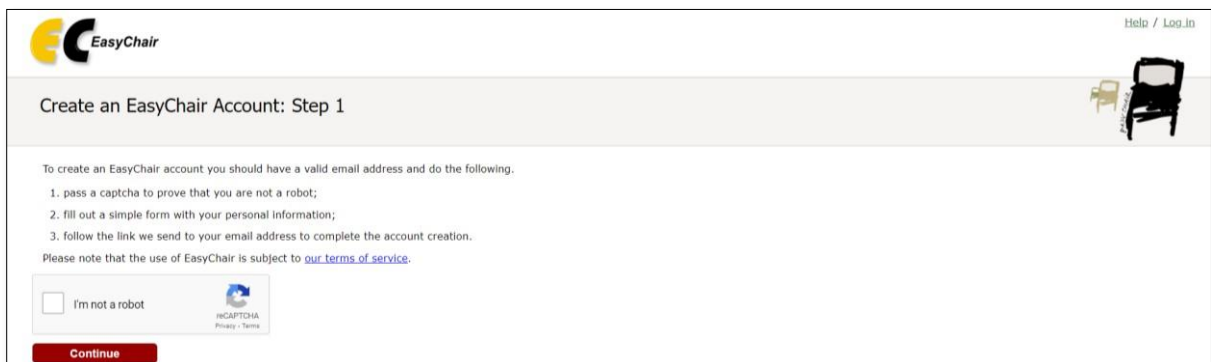
The 16th GJ-IntConMITE 2022 shall be managed through an online conference management system called [EasyChair](#). All abstracts shall be reviewed by the conference committee and results shall be notified to the authors. The authors of accepted abstracts will be asked to submit a draft paper. The authors of accepted draft papers shall be asked to submit a revised version. The result of the revision shall be notified after the conference. Author will submit the final version of the paper after the conference. On EasyChair, an author will go through three stages:

1. Setting up an account
2. Abstract submission
3. Final paper submission

In case of any difficulty or queries, please contact the conference convener at gjicm22@gmail.com.

Step 1: Set up an Account as an Author

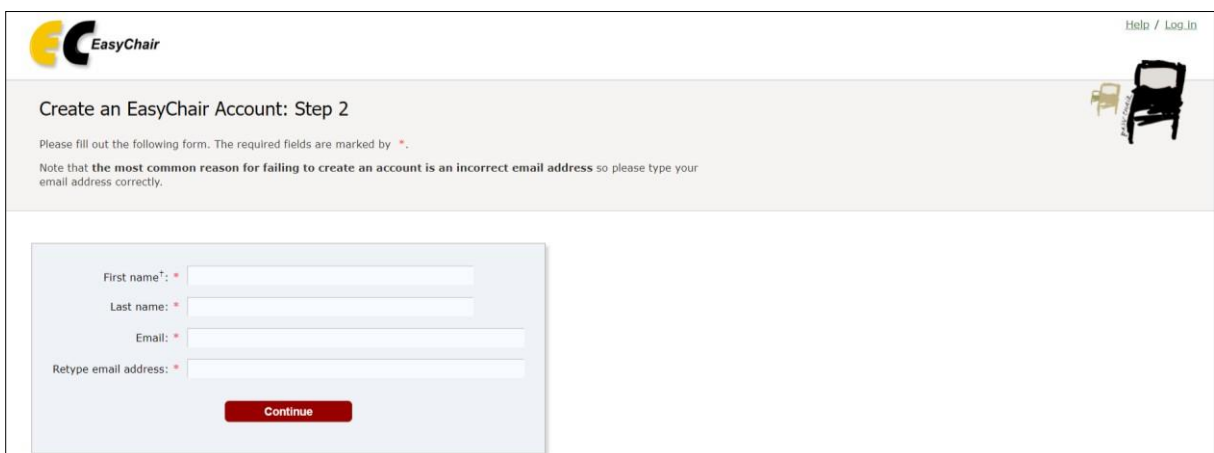
Author will first have to set up an account with [EasyChair](#). Go to <https://easychair.org/account/signup>. You will be directed to the page shown in Figure 1. Click on the checkbox next to “I’m not a robot” and click on “Continue”.



The screenshot shows the 'Create an EasyChair Account: Step 1' page. At the top left is the EasyChair logo. At the top right are links for 'Help / Log In' and a chair icon. The main heading is 'Create an EasyChair Account: Step 1'. Below this, there is a list of instructions: 'To create an EasyChair account you should have a valid email address and do the following. 1. pass a captcha to prove that you are not a robot; 2. fill out a simple form with your personal information; 3. follow the link we send to your email address to complete the account creation. Please note that the use of EasyChair is subject to our [terms of service](#).' There is a checkbox labeled 'I'm not a robot' and a CAPTCHA icon. At the bottom is a red 'Continue' button.

Figure 1: Enter information to sign up

You will be directed to Page 2 as shown in Figure 2. Complete the form in Step 2 and click on “Continue”.



The screenshot shows the 'Create an EasyChair Account: Step 2' page. At the top left is the EasyChair logo. At the top right are links for 'Help / Log In' and a chair icon. The main heading is 'Create an EasyChair Account: Step 2'. Below this, there is a note: 'Please fill out the following form. The required fields are marked by *.' and 'Note that the most common reason for failing to create an account is an incorrect email address so please type your email address correctly.' The form contains four input fields: 'First name*', 'Last name*', 'Email*', and 'Retype email address: *'. At the bottom is a red 'Continue' button.

Figure 2: Fill in the Information

Once registered, you will receive an email as shown in Figure 3. Click on the link provided in the email to continue to the account registration process.

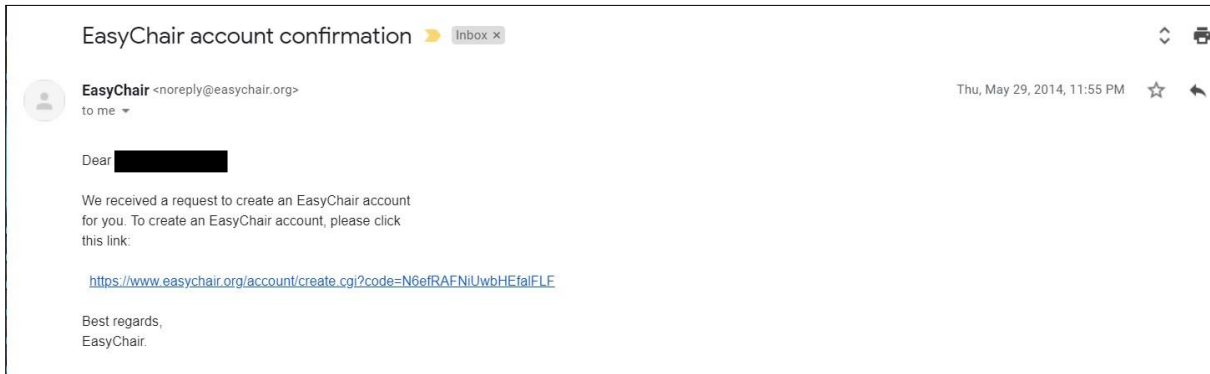


Figure 3: Account confirmation email

Fill out the information as shown in Figure 4 and click on “Create my account”.

The screenshot shows the "Create an EasyChair Account: Last Step" page. It features the EasyChair logo and a chair icon. The text says: "Hello [redacted] To complete the creation of your account please fill out the following form. You should create the account within 20 minutes, otherwise you will have to fill out this form from scratch." Below this is a form with the following fields: "User name:" (with a note "User names are case-insensitive"), "First name*", "Last name (*)", "Company/organization (*)", "Web site:", "Phone (*)", "Address, line 1 (*)", "Address, line 2:", "City (*)", "Post code (*)", "State (US only) (*)" (a dropdown menu), "Country (*)" (a dropdown menu), "Password (*)", and "Retype the password (*)". A red "Create my account" button is at the bottom of the form.

Figure 4: Create an account

After the registration is complete, you may login to the 16th GJ-IntConMITE 2022 by clicking on “click this link” (as shown in Figure 5) or on the following link: <https://easychair.org/conferences/?conf=16thgjintconmite2022>.



Figure 5: Link to the 16th GJ-IntConMITE 2022

Step 2: Submission of Abstract

After logging in to the submission website of 16th GJ-IntConMITE 2022, you may click on “make a new submission” (indicated by arrow) to submit a new abstract. (See Figure 6)



Figure 6: Submission website for 16th GJ-IntConMITE 2022

Fill out the information about the author(s) as shown in Figure 7. Use the same email address using which you are registered on [EasyChair](#).

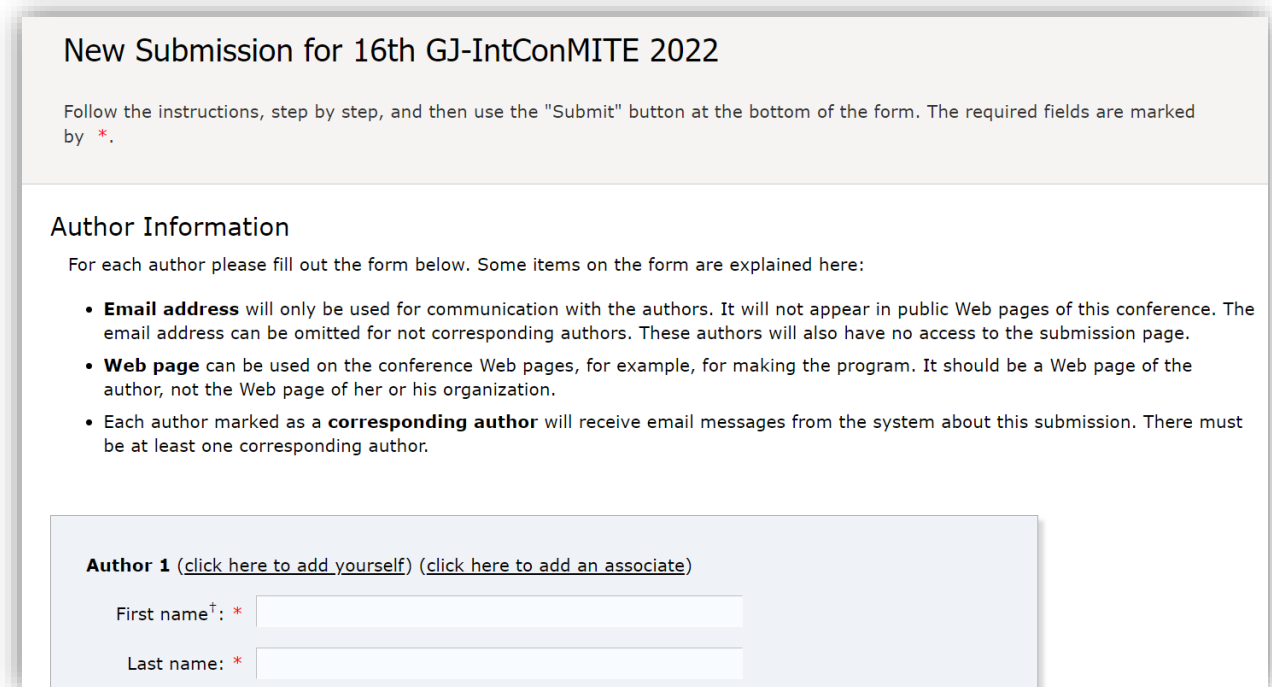


Figure 7: Author Information

Fill in the Title, Abstract and Keywords as shown in Figure 8. If you do not wish to submit the full paper at this stage, click on “Submit” as shown in Figure 9.

Title and Abstract
The title and the abstract should be entered as plain text, they should not contain HTML elements.

Title: *

Abstract: *

Keywords
Type a list of keywords (also known as key phrases or key terms), **one per line** to characterize your submission. You should specify at least three keywords.

Keywords: *

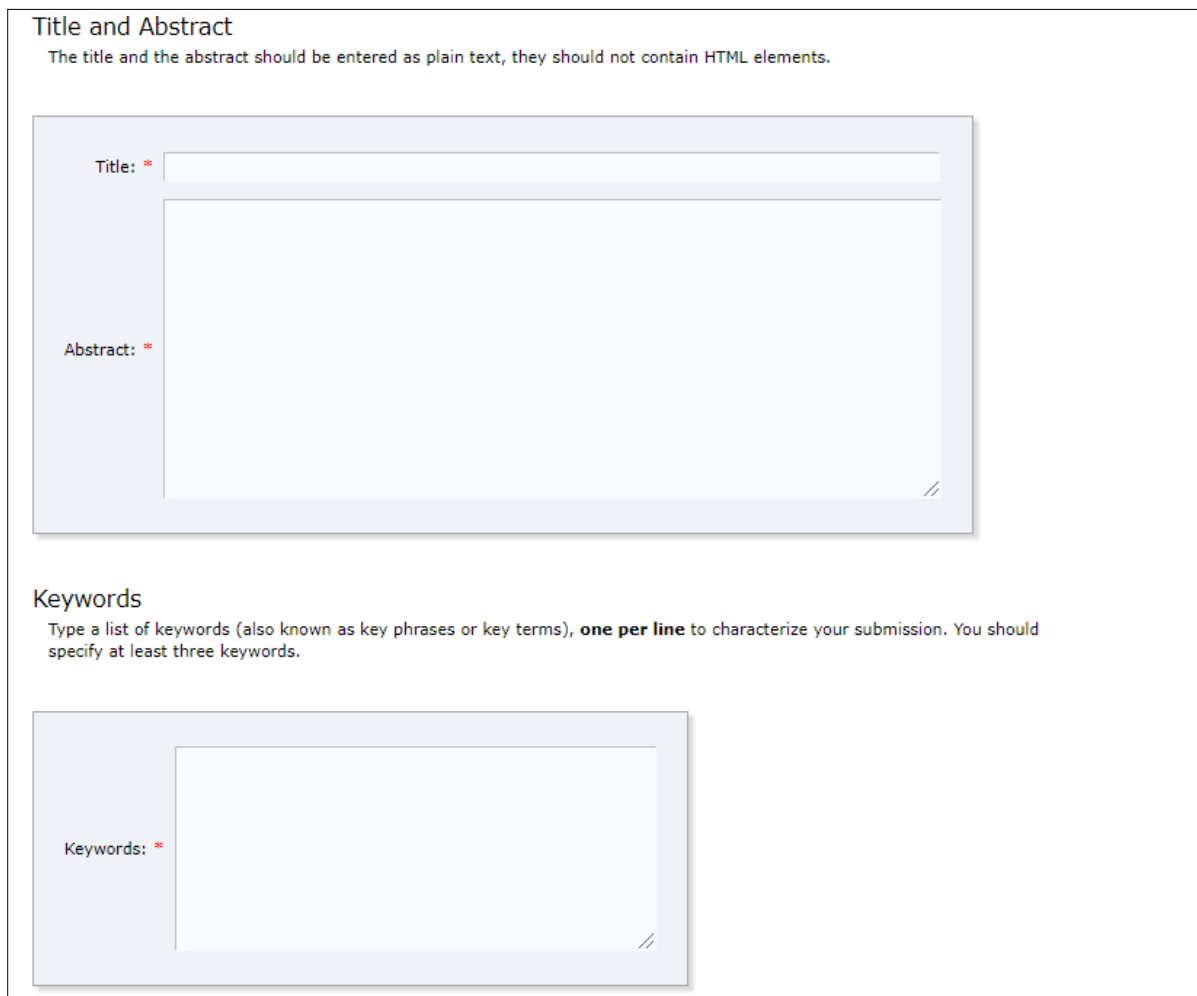
The image shows a web form for submitting an abstract. It is divided into three main sections. The first section, 'Title and Abstract', contains a single-line text input for the title and a larger multi-line text area for the abstract. The second section, 'Keywords', contains a multi-line text area for entering keywords, one per line. All input fields are currently empty. The form has a light gray border and a white background.

Figure 8: Abstract Submission

Step 3: Submission of Full Paper

If you are ready to submit the full paper along with the abstract, you may scroll down and click on “Choose File” as shown in Figure 9. Alternatively, after abstract submission, you may upload the full paper at a later stage.

Note: Paper must be in PDF format.

Files

The following part of the submission form was added by 18th GJ-NatConMITE 2021. It has neither been checked nor endorsed by EasyChair

Paper. Upload your paper. The paper must be in PDF format (file extension .pdf)

No file chosen

Ready?

If you filled out the form, press the 'Submit' button below. **Do not press the button twice: uploading may take time!**

Figure 9: Full Paper Submission

Once a submission is completed, a new menu bar “Submission #” is created as shown in Figure 10. You may click on “Submission #” to change any information about the submission.

Submission 1

If you want to **change any information** about your paper, use links in the upper right corner.

For all questions related to processing your submission you should contact the conference organizers. [Click here to see information about this conference.](#)

Submission 1	
Title:	Title
Author keywords:	KEYWORD1 KEYWORD2 KEYWORD3
Abstract:	ABSTRACT
Submitted:	Jul 05, 06:08 GMT
Last update:	Jul 05, 06:08 GMT

Authors						
first name	last name	email	country	affiliation	Web page	corresponding?
Author	Author					✓

Figure 10: Submission page for Author

Using the links in the top-right corner (indicated by arrow) in Figure 10, you may:

- **Update information about the paper** (change the title, abstract, keywords)
- **Update authors** (update information about author, add new author, remove author, reorder authors)
- **Add files** (Draft paper, Final paper after revision)
- **Withdraw your paper**

After the submission process is over, you will receive an email from 16thgjointconmite2022@easychair.org. After review, you will receive the acceptance/rejection notification with reviews by email.

Based on the reviews, you may be asked to revise the paper. To upload the revised paper, click on “Add file” in the top-right corner (as shown in Figure 10) and select the revised paper as shown in Figure 11.

The screenshot shows the EasyChair user interface. At the top, there is a navigation bar with the EasyChair logo, a user profile (redacted), and links for 'Help / Log out'. Below the navigation bar, there are tabs for 'New Submission', 'Submission 1', 'Conference', 'News', and 'EasyChair'. The main content area is titled 'Update a File for Submission 1' and includes the instruction: 'Use the form below to **upload or update** a file for your submission.'

File	Admissible file extensions
<p>Paper. Upload your paper. The paper must be in PDF format (file extension .pdf)</p> <p>Choose File No file chosen</p>	PDF (extension pdf)

At the bottom of the form is a red 'Submit' button.

Figure 11: Updating a File

After uploading the revised file, click on “Submit”.