

# ICCES Author Guideline

1. Go to the conference website (<http://www.iccesconf.org/submission/>).

You can find submission buttons, templates, and information for authors in this page. Click the box "Paper/Abstract Submission".

**Submission**

Submitting a Conference Abstract/Paper by Clicking the Button Below:

✓ Abstract Submission

✓ Extended Abstract, Short Paper, Full Paper Submission

To make a new submission, if you know which [Symposium](#) to join in, please select the corresponding "Symposium" from the dropdown list, if not, please select "Other".

## 2. Registration with ICCES

(<http://conference.tpsubmission.com/index.php/icces2022>)

If this was your first time using ICCES submission system, you need to register first.

ICCES 2022 The International Conference on Computational & Experimental Engineering and Sciences January 8-12, 2022 @ DUBAI, UAE

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Platform & workflow by OJS / PKP

Complete the Registration Form with all required information (See below).

All fields with an asterisk (\*) are mandatory.

/ Register

### Profile

First Name \*

Middle Name

Last Name \*

Affiliation \*

Country/Territory \*

### Login

Email \*

Username \*

Password \*

Repeat password \*

Would you be willing to review submissions to this journal?

Yes, request the Reviewer role.

[Register](#)

[Login](#)

The system will send you an E-mail with a link to activate your account. Check the email, then go back to the submission system and log in.

**You have now successfully registered with ICCES Submission System!**

Register Login

 **ICCES The International Conference on Computational & Environmental Engineering and Science**  
2022 January 8-12, 2022 @ DUBAI, UAE

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Username \*

Password \*

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### 3. Submitting a paper/abstract

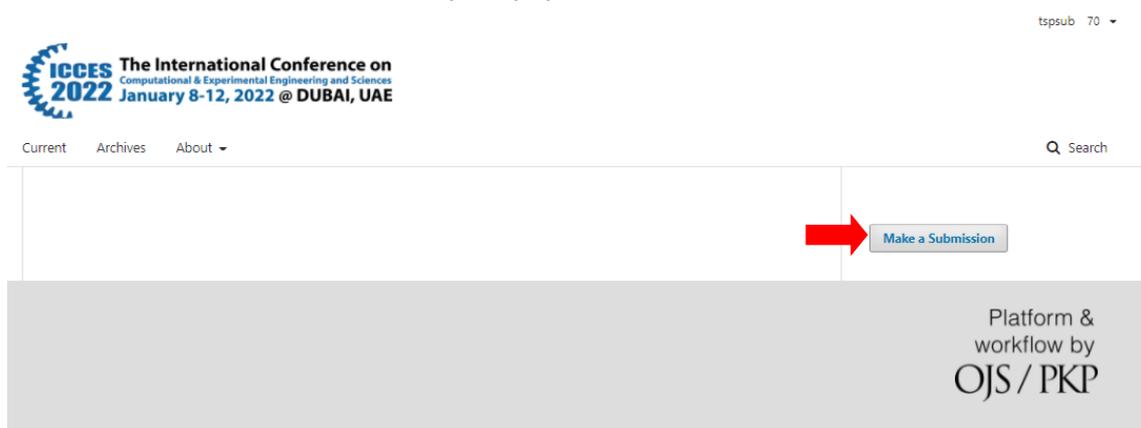
- 1) You may click the box "Paper/ Abstract Submission" at conference website <http://www.iccesconf.org/submission/> to submit your paper/abstract.



You can download the **template** on the page.

Manuscripts that do not follow this format will be returned to the author for editing to the correct format.

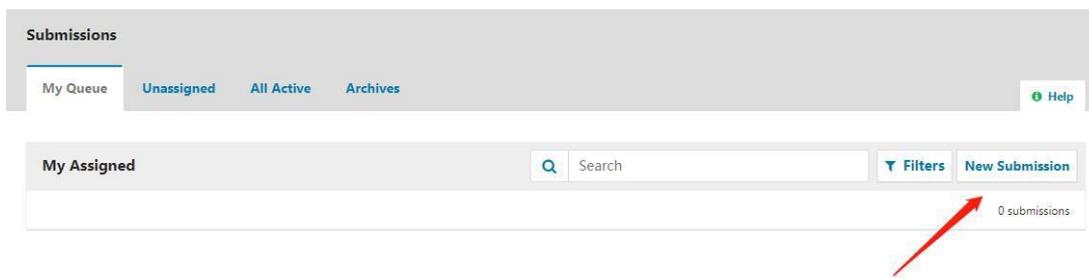
- 2) You may also just go to the submission system (<http://conference.tpsubmission.com/index.php/icces2022>), click "make new submission" to submit your paper/abstract.



#### \* Privacy Statement

The names and email addresses entered in this site will be used exclusively for the ICCES conference.

The screenshots below are for your use if more detailed guide is needed.



## Step 1

To begin select the appropriate section for your submission

\*If author knows which Symposium to join in, please select the correct "Symposium" from the dropdown list, if not, please select the most appropriate theme.

A screenshot of the 'Submit an Article' form. At the top, there are five steps: '1. Start', '2. Upload Submission', '3. Enter Metadata', '4. Confirmation', and '5. Next Steps'. Below the steps is a 'Section \*' dropdown menu. Underneath the dropdown is a note: 'Articles must be submitted to one of the journal's sections. \*'. Below this is a section titled 'Submission Requirements' with the text 'You must read and acknowledge that you've completed the requirements below before proceeding.' followed by three checkboxes:

- Authors can choose the appropriate section from the dropdown list above to submit the "Abstract" or "Full paper"
- If author knows which Symposium to join in, please select the correct "Symposium" from the dropdown list above, if not, please select the most appropriate theme
- All forms of submission (regular abstract, extended abstract(short paper)/full paper) have to complete all steps to finish the submission

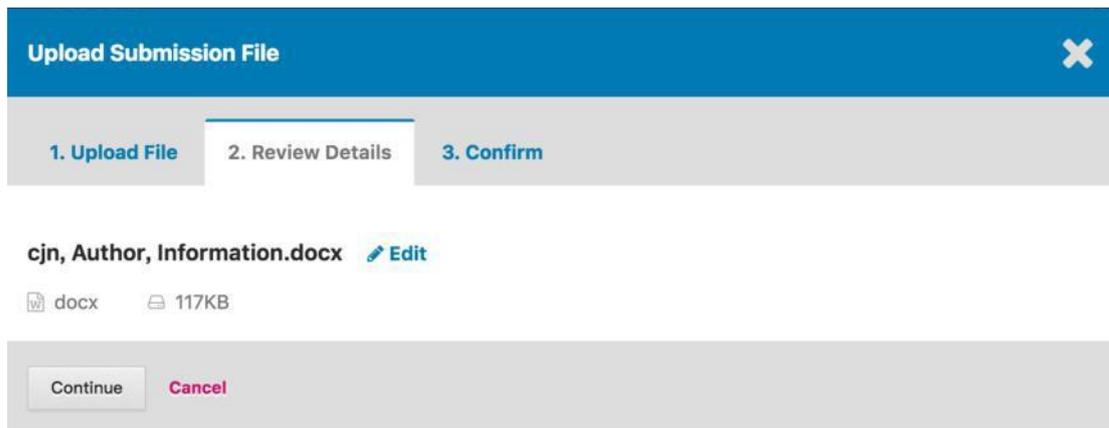
Read and agree to the statements in the submission checklist by checking each box, and then click the **Save and Continue** button to move to **Step 2**.

## Step 2

On Step 2, a window will open allowing you to upload your submission file.

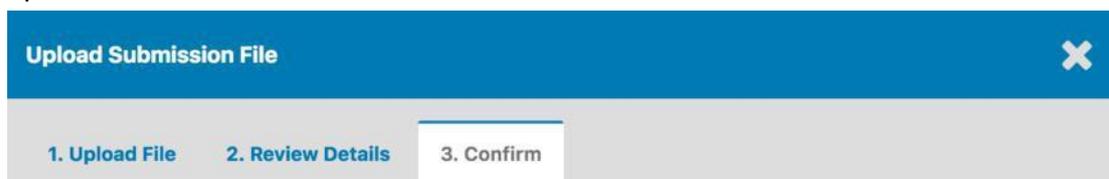
A screenshot of the 'Upload Submission File' window. At the top, there are three steps: '1. Upload File', '2. Review Details', and '3. Confirm'. Below the steps is an 'Article Component \*' dropdown menu with the text 'Select article component'. Below the dropdown is a red error message: 'This field is required.'

Once you have made that selection, you can then upload your file. Hit the **Continue** button once the file uploads.

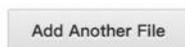


After uploading the file, you will be asked to review the name of the file. Use the **Edit** link to make any changes. Click the **Continue** button.

Once you have finished uploading all of your files, click **Complete**; this will close the upload window.



### File Added



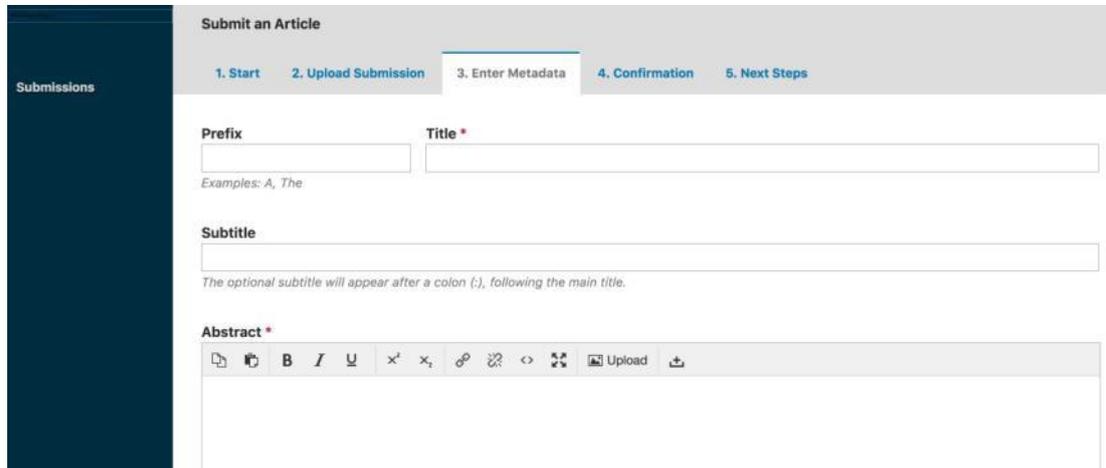
You will be brought back to the **Submit an Article** screen where you will see the files you have uploaded (See below). If you need to make changes, expand the blue arrow to the left of your file and make any changes using the **Edit** link.

Click **Save and Continue** to move to **Step 3**.



### Step 3

On Step 3, you will be asked to add more information about the submission, including the title of the submission (broken down into prefix, title, and subtitle), the abstract, and scrolling down...



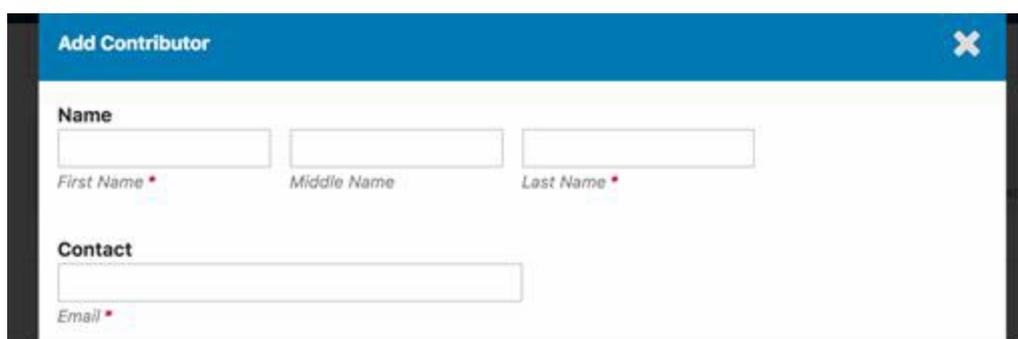
The screenshot shows the 'Submit an Article' interface with a progress bar at the top indicating five steps: 1. Start, 2. Upload Submission, 3. Enter Metadata (current step), 4. Confirmation, and 5. Next Steps. The form includes the following fields:

- Prefix**: A text input field.
- Title \***: A text input field.
- Examples: A, The*: A note below the Prefix and Title fields.
- Subtitle**: A text input field.
- The optional subtitle will appear after a colon (:), following the main title.*: A note below the Subtitle field.
- Abstract \***: A rich text editor with a toolbar containing icons for bold, italic, underline, link, unlink, list, and image, along with an 'Upload' button.

... additional contributors.

List of Contributors					<a href="#">Add Contributor</a>
Name	E-mail	Role	Primary Contact	In Browse Lists	
▶ John Chen	mujiec@163.com	Author	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

You can add more contributors (e.g., co-authors), by clicking the **Add Contributors** link. This will open a new window with fields to enter their information.



The 'Add Contributor' modal window contains the following fields:

- Name**: Three text input fields for *First Name \**, *Middle Name*, and *Last Name \**.
- Contact**: A text input field for *Email \**.

Hit **Save**, and the new contributor will appear on the screen. You may see additional fields to complete, such as

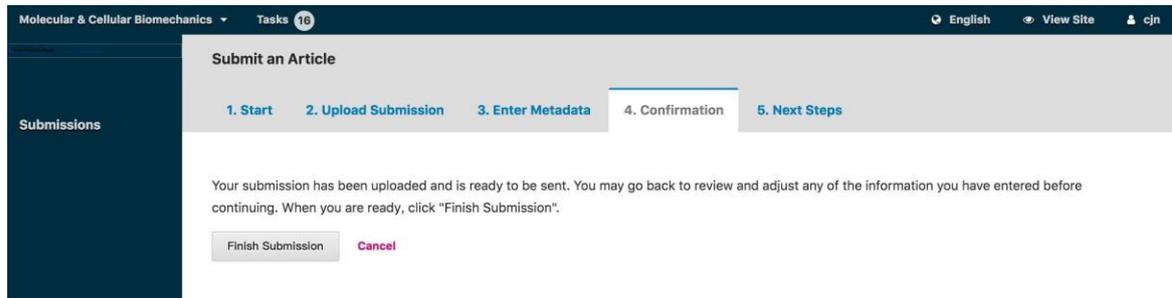
**keywords.**

To enter keyword, simply type the word or phrase and hit your Enter key. The word or phrase will be formatted as a keyword.

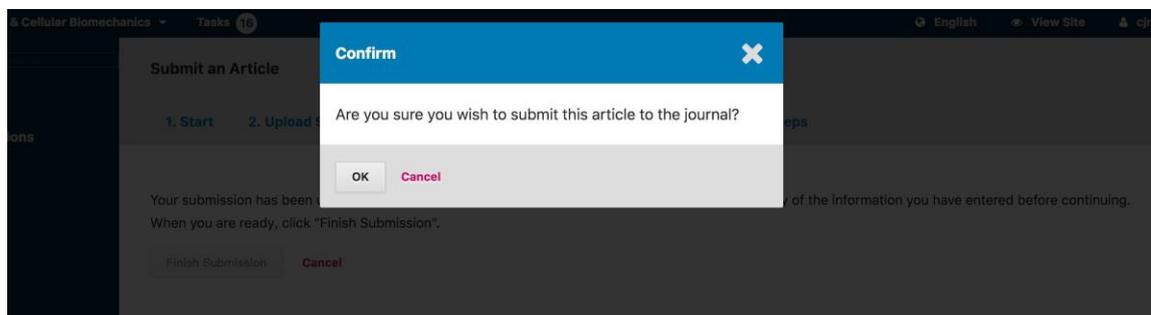
Click **Save and Continue** to move forward.

## Step 4

On Step 4, you will be asked to confirm that you are happy with your submission. Click **Finish Submission**.



A box will pop up asking you to confirm you are finished. Click **OK**.



Your submission is now complete! The editor has been notified of your submission. At this point, you can follow the links to:

- Review this submission
- Create a new submission
- Return to your dashboard

Once you complete a submission, you cannot make changes to it. If you want to replace the file you submitted or make other changes to the submission, you will need to contact the editor through the Pre-Review Discussions tool.

## Support:

When there's any other questions about registration or submission, contact the conference secretariat! (Email: [icces@techscience.com](mailto:icces@techscience.com)).