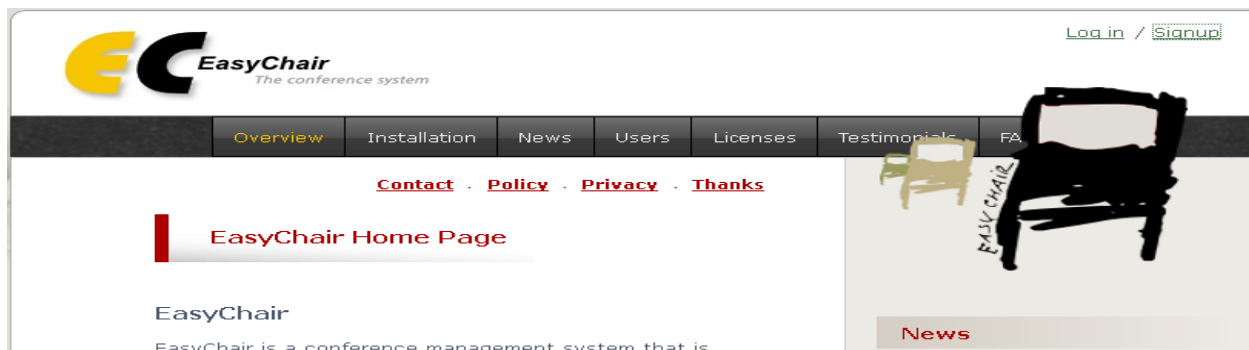


INSTRUCTION TO CREATE NEW EASYCHAIR ACCOUNT FOR SU-ICEIT 19

Step 1: Use your browser and go to the address:

<http://www.easychair.org/>

You will see something like the following:




Step 2: Create an account

A screenshot of the EasyChair login and account creation form. It has two input fields: "User name:" and "Password:". Below these is a red "Log in" button. At the bottom, there is a link "create an account" which is circled in red. Other links include "Forgot your password? click here" and "Problems to log in? click here".

Create an account

Step 3: Fill in Captcha

Enter the text you see in the box. Doing so helps us to prevent automated programs from abusing this service. If you cannot read the text, click the reload image  next to the text.

A screenshot of a Captcha form. The text "BELL SAXON" is displayed in a distorted font. Below the text is a yellow input field with the placeholder "Type the text". To the right of the input field is a "reCAPTCHA" logo and a reload icon. Below the input field is a red "Continue" button. A red arrow points from the "Fill in Captcha" text to the input field.

Fill in Captcha

Step 4: Fill in your name and email address



A registration form with four input fields: "First name[†] (*)", "Last name (*)", "Email address (*)", and "Retype email address (*)". A red oval highlights the first two fields. Below the fields is a red "Continue" button.

Fill your name and email address

[†] Note: leave first name blank if you do not have one. If you are not sure how to divide your name into the first and last name, [read the Help article about names.](#)
You may also be interested about [our policy for using personal information.](#)

Step 5: You should receive an email. Please open it and click the link provided.

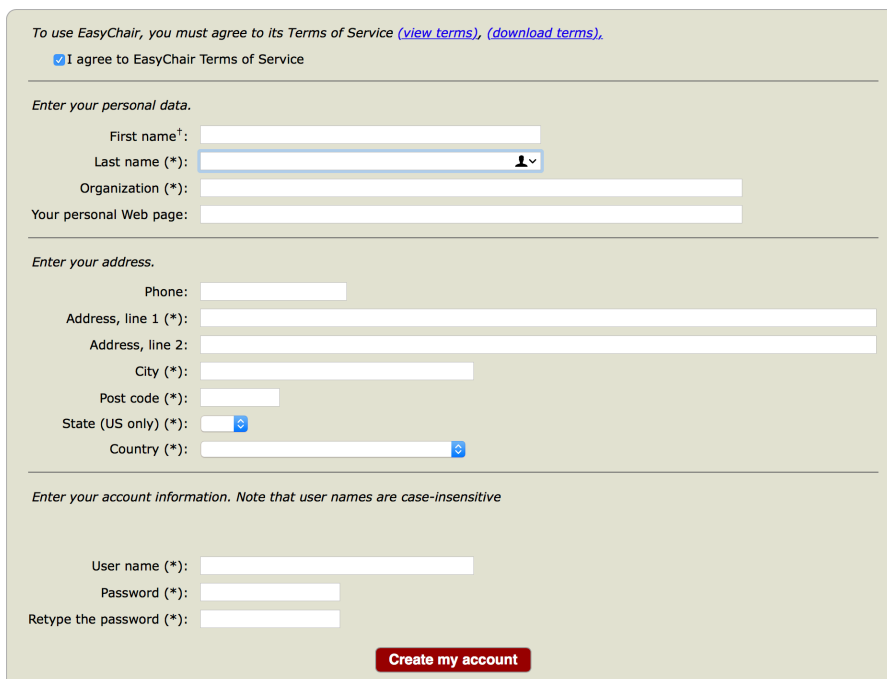
We received a request to create an EasyChair account for you. To create an EasyChair account, please click this link:

<https://easychair.org/account/create.cgi?code=HyAelqQvSadaTMwM94D5>

Best regards,
EasyChair.

Click the link provided from your email

Step 6: Fill in your information to create an account



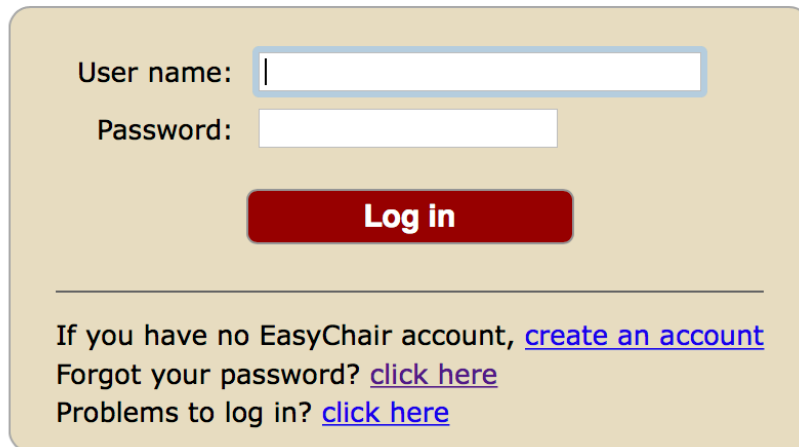
A registration form with the following sections:

- Terms of Service:** "To use EasyChair, you must agree to its Terms of Service ([view terms](#)), ([download terms](#))."
 I agree to EasyChair Terms of Service
- Enter your personal data:**
 - First name[†]:
 - Last name (*):
 - Organization (*):
 - Your personal Web page:
- Enter your address:**
 - Phone:
 - Address, line 1 (*):
 - Address, line 2:
 - City (*):
 - Post code (*):
 - State (US only) (*):
 - Country (*):
- Enter your account information. Note that user names are case-insensitive**
 - User name (*):
 - Password (*):
 - Retype the password (*):

At the bottom is a red "Create my account" button.

[†] Note: leave first name blank if you do not have one. If you are not sure how to divide your name into the first and last name, [read the Help article about names.](#)
You may also be interested about [our policy for using personal information.](#)

Step 7: Log-in to your new account



User name:

Password:

Log in

If you have no EasyChair account, [create an account](#)
Forgot your password? [click here](#)
Problems to log in? [click here](#)

Note: If you can not find our conference, please click or log-in from the following link:

<https://easychair.org/conferences/?conf=suiceit19>

Step 8: Enter as an author or click “New submission”

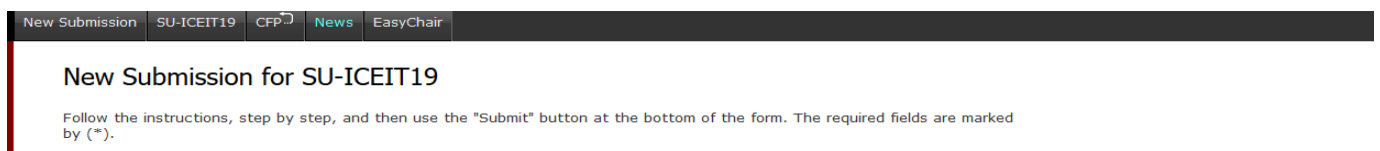
You are logged in to SST-2017 (Space Science and Technology).

You have no roles at SST-2017.

This conference accepts new submissions. You can log in as an author to make a submission:

- [enter as an author](#)

Step 8: Fill the information and add more authors as needed



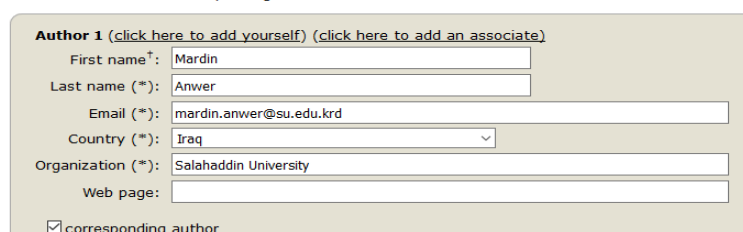
New Submission for SU-ICEIT19

Follow the instructions, step by step, and then use the "Submit" button at the bottom of the form. The required fields are marked by (*).

Author Information

For each of the authors please fill out the form below. Some items on the form are explained here:

- **Email address** will only be used for communication with the authors. It will not appear in public Web pages of this conference. The email address can be omitted for authors who are not corresponding. These authors will also have no access to the submission page.
- **Web page** can be used on the conference Web pages, for example, for making the program. It should be a Web page of the author, not the Web page of her or his organization.
- Each author marked as a **corresponding author** will receive email messages from the system about this submission. There must be at least one corresponding author.



Author 1 ([click here to add yourself](#)) ([click here to add an associate](#))

First name[†]:

Last name (*):

Email (*):

Country (*):

Organization (*):

Web page:

corresponding author

Step 8: Fill the information regarding your paper then click "Submit"