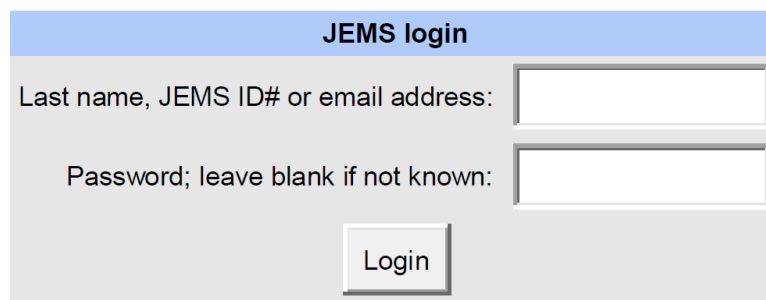# Help for authors of papers

If you are already registered in the JEMS System, simply enter in system and follow the steps to submit a paper to COBEP 2017. If you are not yet registered, you must register by providing your requested personal information. After completing the registration, the system will provide you with the necessary data to login.

Then, follow the steps below to submit a paper.

1) Enter in system.

On "Last name, JEMS ID# or email address:" You must enter only one of the data: last name, or JEMS ID (the number generated by the system when the registration was made), or email address provided in the register.

On "Password; leave blank if not known" You must enter the password provided in the registration or the password that you have created later.

2) The list of conferences accepting registration is displayed on the main page of JEMS after login. Click on the name of the event for which you want to submit a paper in the main JEMS page, in this case, COBEP 2017. This will redirect you to the event homepage in JEMS.

3) On the specific page of the event click on the orange button with the label "Submit paper":

4) Fill in the paper information in the registration form:

• Author: the author surname or email as registered in JEMS. All paper authors must be registered in JEMS before the paper submission. JEMS allows a maximum of 8 authors per paper;

• Paper title: the title of the paper;

• Paper abstract: the abstract of the paper;

• Paper topics: select the appropriate topics for the paper;

• Track: select the appropriate submission track. If the conference has only one track this track is already select for you.

5) Click on the "Submit" button and you will see the confirmation of your paper registration.

6) In the confirmation page click in the upload manuscript link to upload the file containing your paper. The acceptable formats for the file are defined by the conference chair, e.g. PDF, PS, or DOC.

You can also upload later the manuscript. In this case, access the home page of the conference in JEMS and you will see the list of your submissions. Click on the title of the paper you want to upload and look for the upload image in the yellow table.