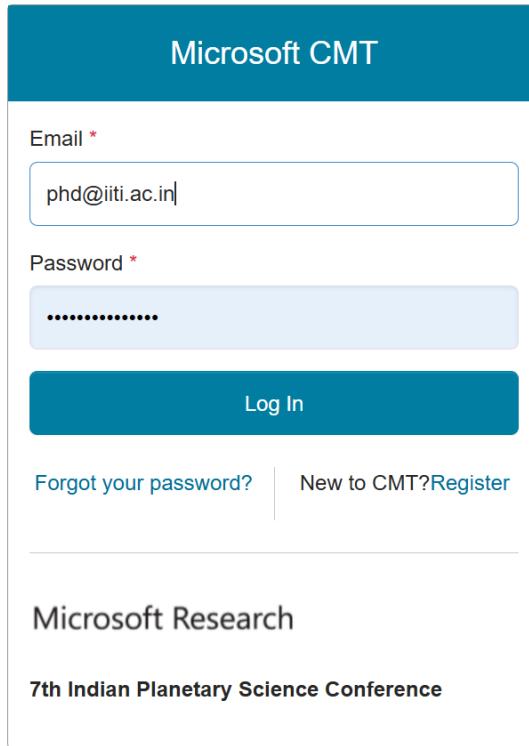


How to Register your account on CMT

- Navigate to site: <https://cmt3.research.microsoft.com/IPSC2026> Click "Register".



- Enter your information in the 'Create New Account' page. Fields with an <*> asterisk are required.

A screenshot of the 'Create New Account' page. At the top, there are links for "Login", "Registration", and "Reset Password". The main section is titled "Create New Account" and has a "Login information" heading. It contains fields for "Email" (with an asterisk) and "Password" (with an asterisk). A note below the password field states: "Passwords are required to contain 12 characters and each of the following: lowercase letters, uppercase letters, numbers, and symbols. Valid symbols are: ~`!@#\$%^&*()_-+={}[];:'<>,?/" Below this is a "Confirm Password" field. The next section is titled "Personal Information" and includes fields for "First Name", "Middle Initial", "Last Name", "Nickname", and "Organization Name", all with asterisks indicating they are required. There are also "Save" and "Cancel" buttons at the bottom.

User guide for paper submission on CMT

IPSC 2026: 7th Indian Planetary Science Conference

23-25, MAR 2026 @ Indian Institute of Technology Indore (IITI), India

- Enter the captcha characters, check the 'Agree to Terms of Use' checkbox, and click 'Register.'

External Profile Information

Google Scholar Id	Google Scholar Id
Semantic Scholar Id	Semantic Scholar Id
DBLP Id	DBLP Id
ORCID Id	ORCID Id
OpenReview Id	OpenReview Id

Verification

Enter the characters you see*

New | Audio



I agree to the Microsoft CMT's [Author's Statement](#), [Terms Of Use](#), [Data Access and Retention Policy](#), [Privacy & Cookies](#) and [Consumer Health Privacy](#). All conference and registration data is captured and stored in the US.

Register

No, thanks

- You will receive a verification email on your submitted email ID.

Account Verification



Microsoft CMT <email@msr-cmt.org>
to me ▾

Hello

Please click the following link to complete email verification:

<https://cmt3.research.microsoft.com/User/VerifySignup/?email=phd2301121008%40iiti.ac.in&hash=f0ec737da9d87a2d3edf0bc99fc923cb&returnUrl=/>

Thanks,

CMT Team

- Once you click on the link in the email, you will see the Account Verification page. You can then use the "click here" link to log into CMT.



Account Verification

Hello Henry, your account [REDACTED] has been verified, click [here](#) to log into CMT.



User guide for paper submission on CMT

IPSC 2026: 7th Indian Planetary Science Conference

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How to Submit Abstract to IPSC2026 on CMT

- Navigate to the site: <https://cmt3.research.microsoft.com/IPSC2026>, and enter your login credentials.
- Click on Create a New Submission

The screenshot shows the 'Author Console' interface. At the top, there's a navigation bar with 'Submissions', 'Contact Chairs', 'Help Center', 'Select Your Role : Author', 'IPSC2026', and 'Kavita'. Below the navigation bar, the title 'Author Console' is displayed. A search bar contains '+ Create new submission'. To the right of the search bar are filters: '0 - 0 of 0' (with page numbers 1, 2, 3, 4, 5), 'Show: 25, 50, 100, All', and 'Clear All Filters'. The main area is a table with columns 'Paper ID', 'Title', 'Files', and 'Actions'. There is one row in the table, which is currently empty. Buttons 'Clear' are located at the bottom of each column.

- Fill the Title field with the title of the paper and the abstract of your paper in the Abstract field

Create New Submission

The screenshot shows the 'Create New Submission' page. At the top, there's a navigation bar with 'Submissions', 'Contact Chairs', 'Help Center', 'Select Your Role : Author', 'IPSC2026', and 'Kavita'. Below the navigation bar, the title 'Create New Submission' is displayed. A welcome message for authors is shown in a box: "Welcome to the abstract submission page of 7th Indian Planetary Science Conference (IPSC-2026) to be held on 23-25, March 2026 @ Indian Institute of Technology Indore (IITI), India. Dear Authors, We extend a warm welcome to the IPSC2026: 7th Indian Planetary Science Conference! Please follow the instructions for authors described on the IPSC2026 Conference Website. Important Dates: Last date for Abstract Submission: February 10, 2026 Notification of Acceptance of Abstract/Paper: To be announced Online Registration Starts: To be announced Last date for Online Registration: To be announced Looking forward to your valuable contributions to IPSC2026!"

The main form area has a section titled 'TITLE AND ABSTRACT'. It contains two fields: 'Title' (marked with a red asterisk) and 'Abstract' (marked with a red asterisk). The 'Title' field is a simple text input. The 'Abstract' field is a larger text area with a character limit of 2000 characters indicated at the bottom.

User guide for paper submission on CMT

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- Adding authors
 - The Author section is already filled with your profile information and you are preselected as the Primary Contact.
 - To add a co-author, enter the co-author's email address into the field and click add. (You will find them if they are already a user in CMT.)
 - If the co-author you wish to add is not a user in CMT, you will see "User was not found. To add a new user, please enter the information below and click Add Button." If the co-author is already a user, the co-author will be added to the end of the Author list.
 - Enter the co-author's first and last name along with the Organization to which he or she belongs and the Country/Region where they reside. Then click the Add button.
 - You may change the Primary Contact to the co-author by clicking the Primary Contact radio button in the co-author's row. The 'X' and 'arrow' icons on the end of the rows are there so you may delete the entry and/or move it up in the hierarchy.

AUTHORS *
You may add your coauthors.

Primary Contact	Email	First Name	Last Name	Organization	Country/Region
<input checked="" type="radio"/>	phd2301121008@iiti.ac.in	Kavita	.	Indian institute of technology, Indore	<input type="button" value="x"/> <input type="button" value="↑"/> <input type="button" value="↓"/>

+ Add

- Authors can select a Subject Area related to their abstract.

SUBJECT AREAS*
You may select up to 3 secondary subject areas.

PrimarySecondary	PrimarySecondary
<input type="checkbox"/> <input type="checkbox"/> Astrochemistry and Astrobiology	<input type="checkbox"/> <input type="checkbox"/> Space Instrumentation - Current and Future Space Missions
<input type="checkbox"/> <input type="checkbox"/> Planetary Atmospheres, Surfaces and Interiors	<input type="checkbox"/> <input type="checkbox"/> Space Weather on Planets
<input type="checkbox"/> <input type="checkbox"/> Solar System Bodies and Exoplanets	

- To upload a file for your abstract, drag and drop the file into the dotted region or click the "Upload from Computer" button. Only pdf formats are accepted.

FILES
You can upload from 1 to 3 files. Maximum file size is 10 Mb. We accept doc, docx, pdf formats.

Drop files here
-or-

Upload from Computer

Submit **Cancel**

Note: In the help center you will get contact Chairs options to ask queries.

The screenshot shows the Microsoft Conference Management Tool (CMT) Help Center. At the top, there is a navigation bar with links for Submissions, Contact Chairs, Help Center, Select Your Role (set to Author), IPSC2026, and Kavita. Below the navigation bar, there are tabs for Help Center, Articles (which is selected), and Support Requests. A callout box provides instructions for contacting chairs directly for conference-specific questions. Below this, a search bar asks "How can we help?" and has a placeholder "Describe your issue (search over Help and FAQ)" with a magnifying glass icon. A sidebar titled "Help Topics (How to, FAQ)" lists categories such as CONFERENCE REQUEST, PROGRAM COMMITTEE, ACCOUNT, SUBMISSION, REVIEW, CONFLICTS OF INTEREST, PAPER DECISIONS, and CAMERA-READY, each with a collapse arrow.

Submissions Contact Chairs Help Center Select Your Role : Author ▾ IPSC2026 ▾ Kavita . ▾

Help Center **Articles** Support Requests

For conference-specific questions, such as inquiring about the status of a paper, issues with submitting or editing a paper after the deadline, or conflicts, please [contact the chairs directly](#). Use the search box to find answers in Help and FAQ. There is an option to create a support request if no suitable answer is found.

How can we help?

Describe your issue (search over Help and FAQ)

Help Topics (How to, FAQ)

CONFERENCE REQUEST	⌄
PROGRAM COMMITTEE	⌄
ACCOUNT	⌄
SUBMISSION	⌄
REVIEW	⌄
CONFLICTS OF INTEREST	⌄
PAPER DECISIONS	⌄
CAMERA-READY	⌄