2015 Pattern Recognition Association of South Africa and Robotics and Mechatronics International Conference (PRASA-RobMech)

Submission Instructions (24 October 2015)

The following steps need to be followed for paper submissions:

1. Download the copyright form, found at:
    http://www.ieee.org/documents/ieeecopyrightform.doc .
    It is vital that 3 sections are completed, namely:
    a. The title of the paper,
    b. complete list of authors, and
    c. the IEEE publication title.

    Insert for the IEEE publication title the following: **2015 Pattern Recognition Association of South Africa and Robotics and Mechatronics International Conference (PRASA-RobMech)** . Sign and date the form under general (and any of the other sections should these apply), and send the copy of the form to 2015prasarobmech@gmail.com

2. Send an electronic copy of the senior author's CV to 2015prasarobmech@gmail.com.

3. Have the paper in the IEEE format, according to:
    http://www.ieee.org/web/publications/pubservices/confpub/AuthorTools/conference Templates.html

4. Generate the document into PDF format and check for formatting errors by going to http://www.pdf-express.org/ , and follow the following instructions:

    First-time users should do the following:

    4.1 Select the New Users - Click Here link.

    4.2 Enter the following:

    - 36782X for the Conference ID

    - your email address

    - a password

4.3. Continue to enter information as prompted.

An Online confirmation will be displayed and an email confirmation will be sent verifying your account setup.

Previous users of PDF eXpress need to follow the above steps, but should enter the same password that was used for previous conferences. Verify that your contact information is valid.

Please Note:

Submit the MS Word file, as it will be converted to PDF automatically by the system. If it is compatible, the PDF file will be emailed to you. If not, then you will receive an error report.

5. Submit the PDF file (final corrected one) received from PDF eXpress email, to Easychair. To do so, follow the following steps:

- Select your paper on the upper left corner of the Easychair website, under the "My Submissions" tab

- Select "Add or Update files" on the upper right hand corner of the Easy chair website.

- Click on Browse, and select the PDF file that was emailed to you by PDF eXpress.

- Select the Submit button at the bottom of the page. Once you have submitted the paper, you will stay on the same web page, yet you will be emailed an acknowledgement that the paper has been submitted.