

REGISTRATION GUIDEBOOK

ICST 2018



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PRESENTER TUTORIALS

Editor's Assistant (EDAS)

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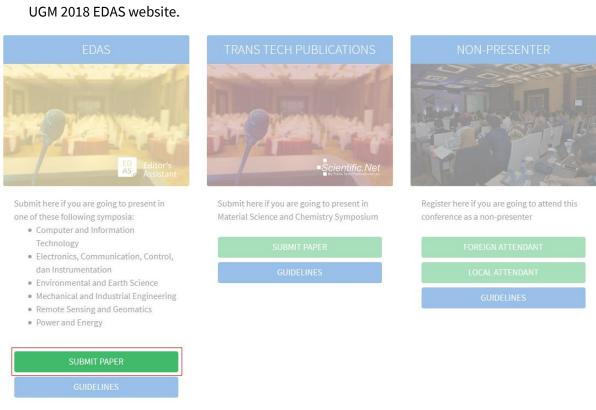
EDAS: ACCOUNT REGISTRATION

This tutorial will guide you through the registration of your EDAS account. If you already have an EDAS account, please log in to submit your paper using your registered account.

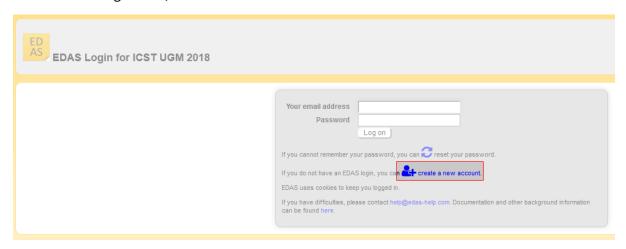
1. Go to the ICST UGM 2018 EDAS site.



Then, click the Submit paper button under the EDAS card, which will redirect you to the ICST LIGM 2018 FDAS website



2. Below the login form, click Create a new account.



3. Enter your details, tick the box "I consent to the EDAS privacy and policies", and click Add this person button to create your account.

The following information must be filled:	
• Name	
o Title	
o First name, Middle initial (if any), and La	st name
 Affiliation 	
 Status 	
 Current affiliation 	
 Country 	
Mailing address	
 Street address (use P.O. box, if street ad 	ldress is not available)
o City	,
 State, province, or region (based on you 	r country)
 Postal (zip) code 	· ·
o Country	
Contact information	
 Email address 	
 Phone or mobile number 	
Miscellaneous	
Dietary constraints (for conferences and TPC meetings)	
,	☐ Wheel chair
Special needs	Audio
	☐ Video ☐ Vegetarian
Other special needs	
Shirt size	not specified 🗸
Statistical information	
Gender (for statistics)	not specified 🗸
Reason for needing an EDAS account	
I consent to the EDAS privacy policies	Add this person)
	*denotes required field

4. Your account has been created. Your username and ID number will be sent to your email.



5. Set up your initial password by clicking the link in your email.

[ICST UGM 2018] Setting up your EDAS account password



To: Lorem Ipsum

Dear Lorem Ipsum:

An EDAS publication management account has been created for you for one of the following reasons:

- you are a co-author of a paper;
- you are a technical program committee member;
- · you will be asked to review a paper;
- you will be asked to chair a session.

The account was created for ICST UGM 2018 by yourself with the information: Universitas Gadjah Mada Indonesia

Your EDAS user name is lorem.ip@email.co your ID number 1234567 your initial password can be set at

https://edas.info/tec2fb33

You can log in at http://edas.info/

Your EDAS account can be used for all EDAS-managed conferences and journals. You should not create a new account for each conference.

Regards,

The EDAS manager help@edas-help.com

6. Your initial password has been created.

[not specified] Password reset



help@edas-help.com <help@edas-help.com>



2/15/2018 3:38 PM

To: lorem.ip@email.co

You can reset your EDAS login credentials for user name lorem.ip@email.co at

https://edas.info/t4889066

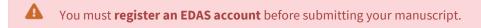
If you did not request the reset, you can ignore this message. You can still log in using your current credentials.

This reset URL can be used until Feb 15, 2018 15:38:15 America/New York.

Contact help@edas-help.com for any questions.

If you still require further assistance, please feel free to contact us.

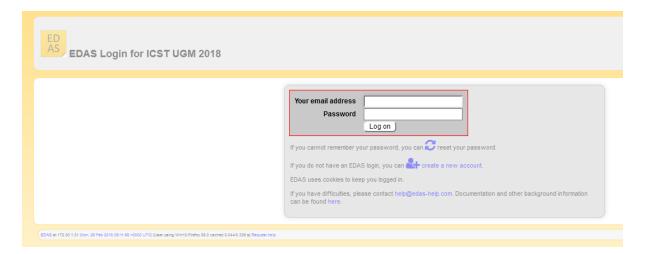
EDAS: MANUSCRIPT SUBMISSION



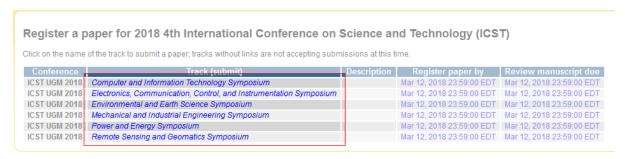
- Please ensure that you are using the correct account to submit your manuscript, as an invoice will be generated for this account.
- Prepare your manuscript in correct format and an EDAS account of another authors

This tutorial will guide you through the submission of your manuscript.

1. Log in to your account.



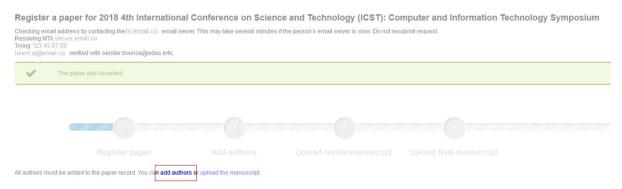
2. Once you are logged in, click the symposium name—under the Track column—that matches on your manuscript to be registered.



3. Enter your manuscript details, tick the box "Add yourself as author", and click Submit button to submit your manuscript.



4. Your manuscript has successfully been submitted. You will now be able to view your paper in your EDAS account. Click add authors to add your co-authors (if available).



5. Write your co-author's name, EDAS ID, or email. Alternatively, you can simply select your co-author's name from the co-author list. Then, click Add author button.



Add author to #1570438418: Loren Ipsum

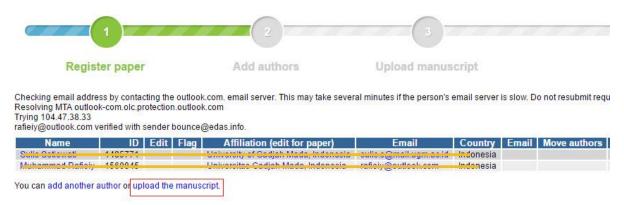


6. Select the radio button before your co-author's name and click Select this person button to confirm it.



You can add another author or upload the manuscript.

7. After confirming the information, click the trolley icon () under the register column.



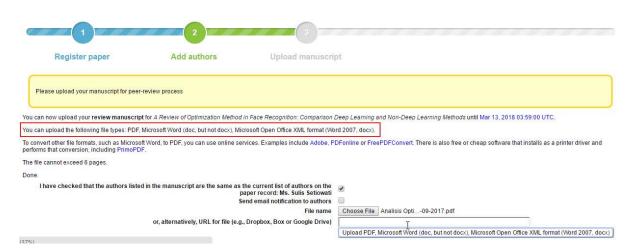
8. After add author you can upload manuscript by clicking "Upload the manuscript", and you will be directed to the submission page. A new window will appear, through which you can upload your full paper. Attached your full paper, and click Submit.

Notes:

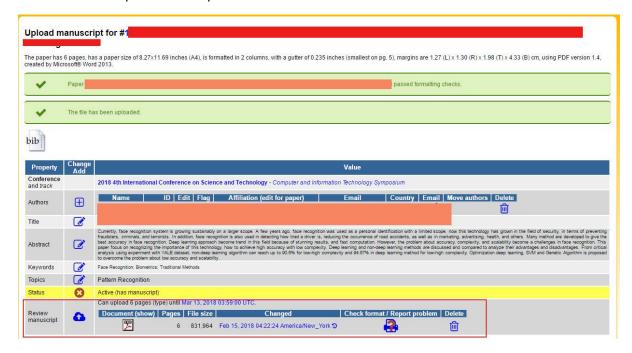
- Pay attention to the paper format allowed in ICST Conference
- You can upload the following file types: PDF, Microsoft Word (*.doc), Microsoft Open Office XML format (*.docx).



Upload manuscript for #1570434330: A Review of Optimization Method in Face Recognition: Comparison Deep Learning and Non-Deep Learning Methods



9. Your manuscript has been uploaded.



If you still require further assistance, please feel free to contact us.

EDAS: CAMERA-READY

The camera-ready tutorial will announce in the second circular.

TTP: ACCOUNT REGISTRATION

Account Registration tutorial will announce in the second circular.

TTP: MANUSCRIPT SUBMISSION

Paper submission tutorial will announce in second circular.

TTP: CAMERA-READY

The camera-ready tutorial will announce in the second circular.

FOREIGN ATTENDANT

This tutorial will guide you through the registration of your EDAS account if you are just going to attend the conference without presenting your paper. If you already have an EDAS account, please log in using your registered account.

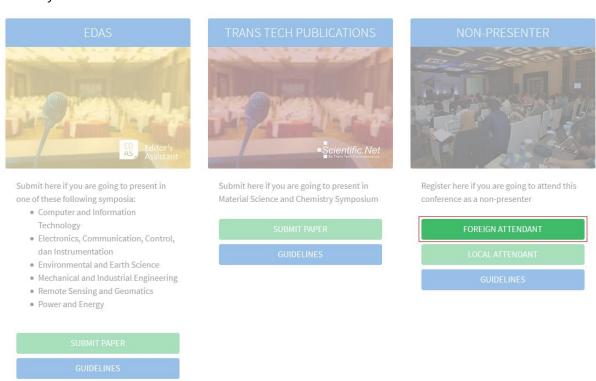
1. Go to the ICST UGM 2018 EDAS site.



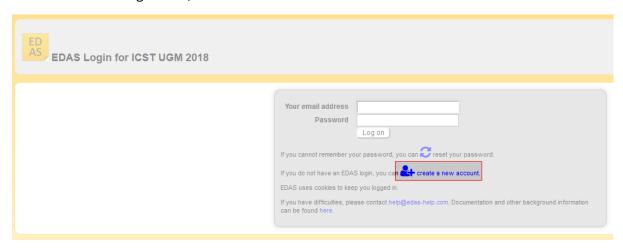
Alternatively, you can click the Register button on the ICST website.



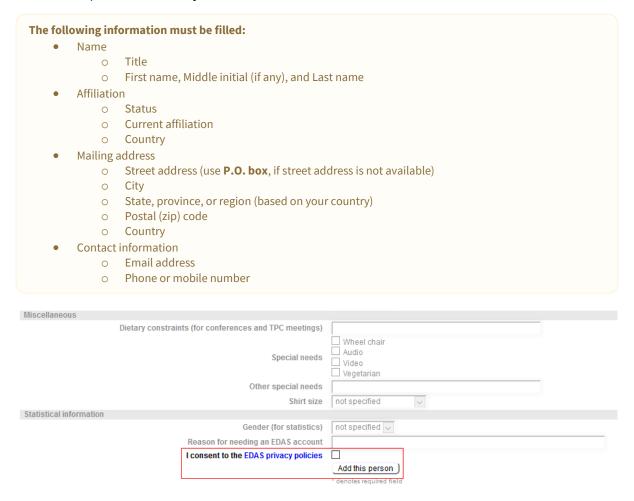
Then, click the Foreign attendant button under the Non-Presenter card, which will redirect you to the ICST UGM 2018 EDAS website.



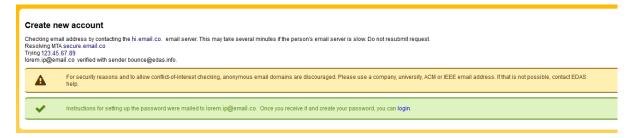
2. Below the login form, click Create a new account.



3. Enter your details, tick the box "I consent to the EDAS privacy and policies", and click Add this person to create your account.



4. Your account has been created. Your username and ID number will be sent to your email.



5. Set up your initial password by clicking the link in your email.

[ICST UGM 2018] Setting up your EDAS account password



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- · you will be asked to review a paper;
- you will be asked to chair a session.

The account was created for ICST UGM 2018 by yourself with the information: Universitas Gadjah Mada Indonesia

Your EDAS user name is lorem.ip@email.co your ID number 1234567 your initial password can be set at

https://edas.info/tec2fb33

You can log in at http://edas.info/

Your EDAS account can be used for all EDAS-managed conferences and journals. You should not create a new account for each conference.

Regards,

The EDAS manager help@edas-help.com

6. Your initial password has been created.

[not specified] Password reset



To: lorem.ip@email.co

You can reset your EDAS login credentials for user name lorem.ip@email.co at

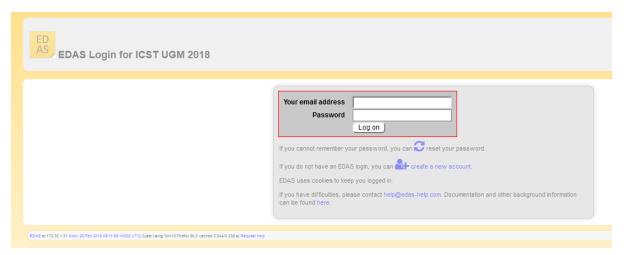
https://edas.info/t4889066

If you did not request the reset, you can ignore this message. You can still log in using your current credentials.

This reset URL can be used until Feb 15, 2018 15:38:15 America/New York.

Contact help@edas-help.com for any questions.

7. Log in to your account.



8. Once you are logged in, click the Register menu in the EDAS navigation bar.



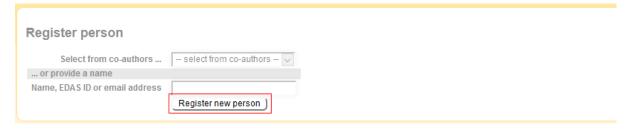
9. Search "ICST" in the search box.



- 10. In the search result sheet, click the ticket icon () under the following columns:
 - a. register self column to register yourself as non-presenter; or
 - b. register other column to register your friend as non-presenter.



If you want to register your friend, write your friend's name, EDAS ID, or email. Alternatively, you can simply select your friend's name from the co-author list. Then, click Register new person button.



Select the radio button before your friend's name and click Select this person button to confirm it.



11. After confirming the information, click the trolley icon (🚼) under the register column.



12. Your account has successfully been registered as an attendant (non-presenter participant) at the ICST 2018.



If you still require further assistance, please feel free to contact us.

LOCAL ATTENDANT



Please ensure that you can attend this conference since the payments are non-refundable.

This tutorial will guide you through the registration in the ICST 2018 if you are just going to attend the conference without presenting your paper.

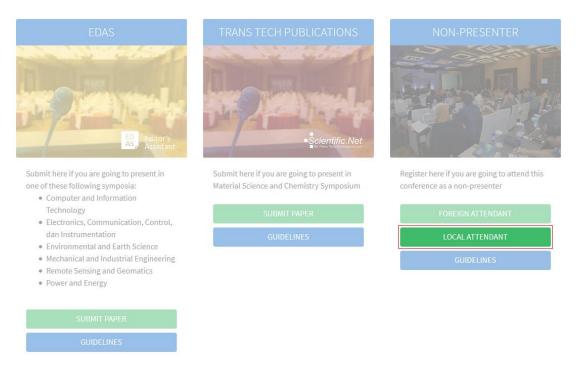
1. Go to the ICST 2018 site.



2. Click the Register button on the ICST website.

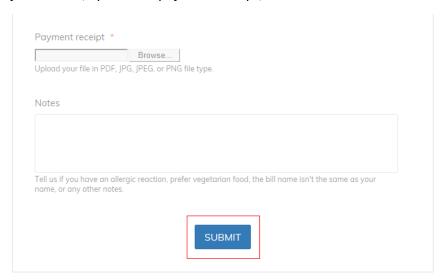


3. Click the Local attendant button under the Non-Presenter card.



Local attendant 19

4. Enter your details, upload the payment receipt, and click the Submit button to register.



You should now be registered as an attendant (non-presenter participant) at the ICST 2018. If you still require further assistance, please feel free to contact us.

Local attendant 20



BADAN PENERBIT DAN PUBLIKASI UNIVERSITAS GADJAH MADA

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