



# REGISTRATION GUIDEBOOK

## ICST 2019

Prepared by:  
BPP UGM

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## PRESENTER TUTORIALS

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## EDAS: ACCOUNT REGISTRATION

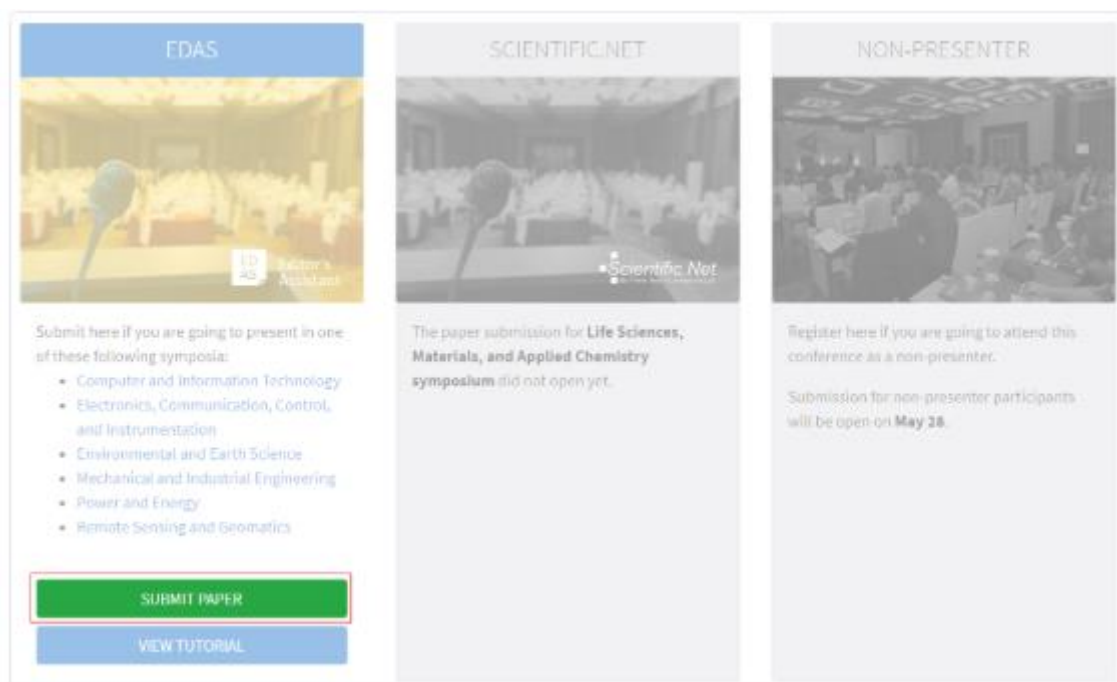
This tutorial will guide you through the registration of your EDAS account. If you already have an EDAS account, please log in to submit your paper using your registered account.

### 1. Go to the ICST UGM 2019 EDAS site.

Click the [register](#) button on the ICST website.

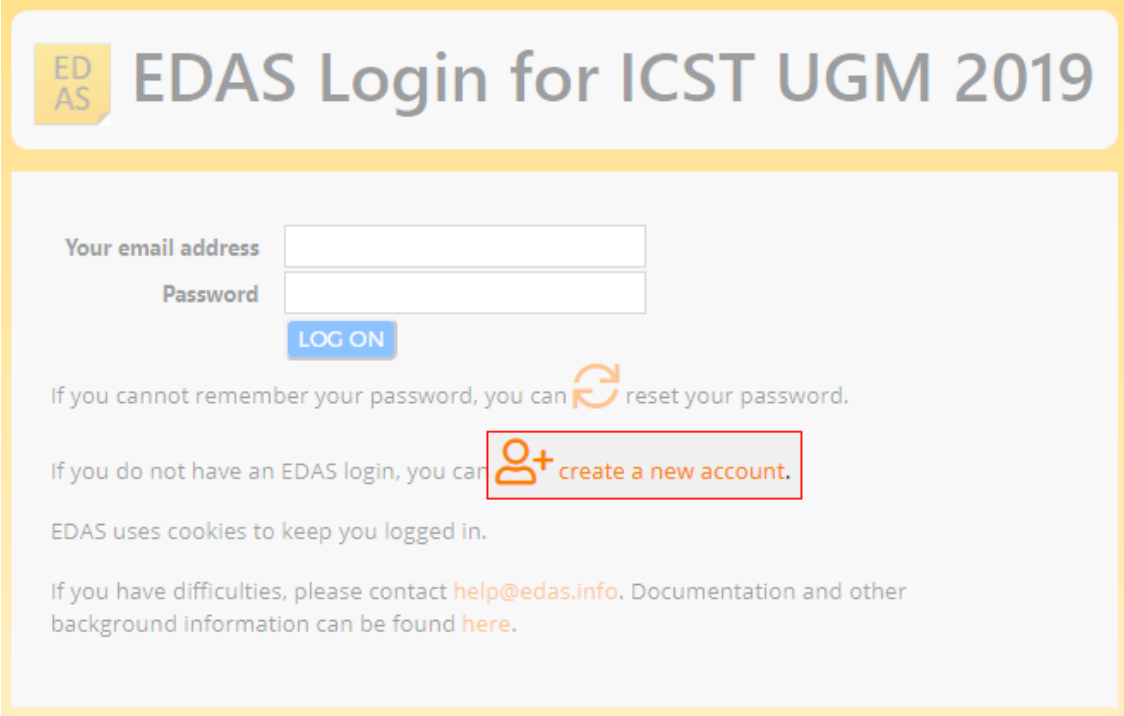


Then, click the [submit paper](#) button under the EDAS card, which will redirect you to the ICST UGM 2019 EDAS website.



## 2. Create a new account

Below the login form, click [[create a new account](#)].





EDAS Login for ICST UGM 2019

Your email address

Password

[LOG ON](#)

If you cannot remember your password, you can  reset your password.

If you do not have an EDAS login, you can  [create a new account](#).

EDAS uses cookies to keep you logged in.

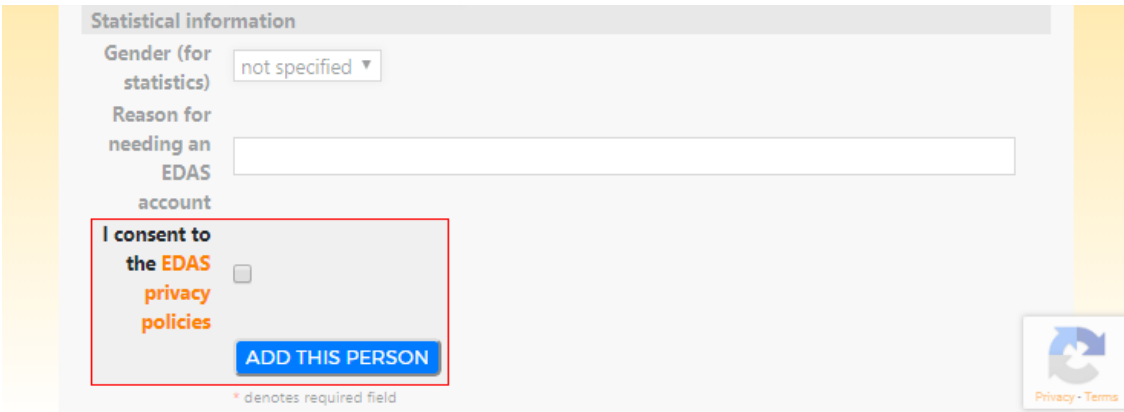
If you have difficulties, please contact [help@edas.info](mailto:help@edas.info). Documentation and other background information can be found [here](#).

## 3. Entry your details



Type your information in the required fields (marked with a red asterisk), you can complete other information after the registration.

At the end of the form, tick the box “I consent to the EDAS privacy and policies”, and click [[Add this person](#)] to create your account.



Statistical information

Gender (for statistics)

Reason for needing an EDAS account

I consent to the EDAS privacy policies ☐

[ADD THIS PERSON](#)


\* denotes required field

[Privacy - Terms](#)


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

## Create new account

Checking email address by contacting the email.co. email server. This may take several minutes if the person's email server is slow. Do not resubmit request.  
Resolving MTA email-co.olc.protection.email.co  
Trying 123.45.67.89  
lorem.ip@email.co verified with sender bounce@edas.info



For security reasons and to allow conflict-of-interest checking, anonymous email domains are discouraged. Please use a company, university, ACM or IEEE email address. If that is not possible, contact EDAS help.




Instructions for setting up the password were mailed to lorem.ip@email.co. Once you receive it and create your password, you can [login](#).

#### 4. Set up your password

Set up your initial password by clicking the link on your email.  
You could find the email in your inbox or spam mail.

[ICST UGM 2019] Setting up your EDAS account password



ICST UGM 2019 <icstugm2019-chairs@edas.info>  
Mon 12/02/2019 10:54  
You

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 2019 by yourself with the information: Universitas Gadjah Mada Indonesia

Your EDAS user name is lorem.ipsum@email.co, your ID number 1234567 your initial password can be set at <https://edas.info/qwertyuiopasdfghjkl1234567890zxcv>

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

#### 5. Your initial password has been created.

If you still require further assistance, please feel free to [\[contact us\]](#).

# EDAS: PAPER SUBMISSION

In order to maximize our services, you need to complete the following details before submitting your paper: ×

-  **The registered EDAS account**  of all authors in your paper.
-  Paper format and content in accordance with the **author guidelines** .

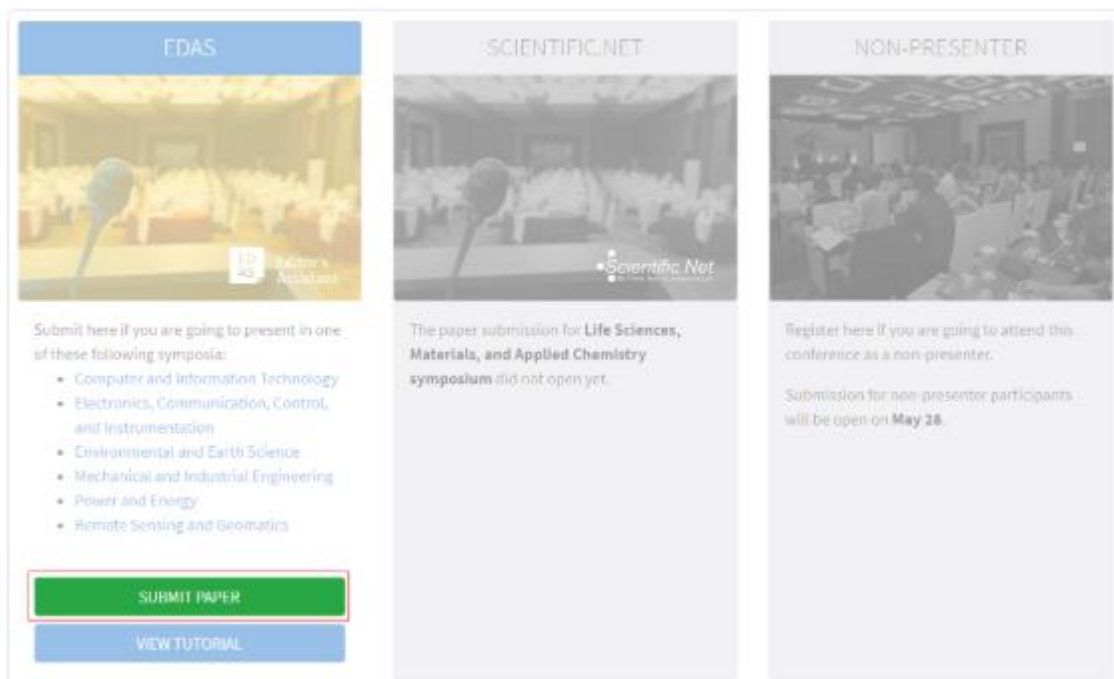
This tutorial will guide you through the submission of your paper.

## 1. Login to the ICST UGM 2019 [\[EDAS\]](#) site.

Click the [\[register\]](#) button on the ICST website.



Then, click the [\[submit paper\]](#) button under the EDAS card, which will redirect you to the ICST UGM 2019 EDAS website.



Log in to your [\[ EDAS \]](#) account.

EDAS

## EDAS Login for ICST UGM 2019


Your email address


lorem.ip@email.co

Password

.....

LOG ON

If you cannot remember your password, you can  reset your password.

If you do not have an EDAS login, you can  create a new account.

EDAS uses cookies to keep you logged in.

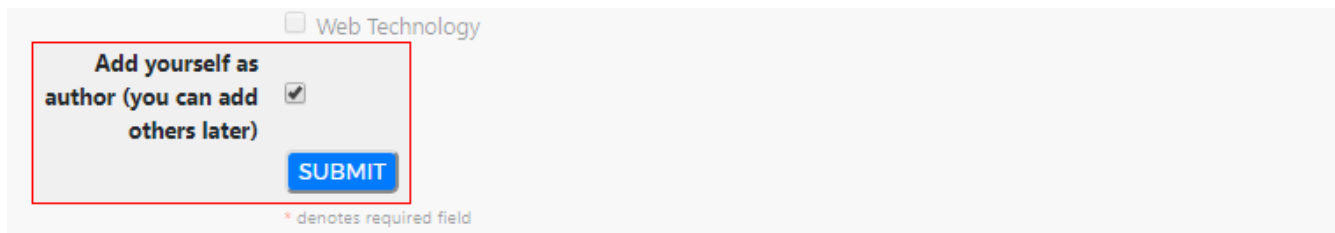
If you have difficulties, please contact [help@edas.info](mailto:help@edas.info). Documentation and other background information can be found [here](#).

## 2. Entry your paper details

Once you are logged in, click the [\[ symposium name \]](#)—under the Track column—that matches on your paper to be registered.

Register a paper for 2019 5th International Conference on Science and Technology (ICST)				
Click on the name of the track to submit a paper; tracks without links are not accepting submissions at this time.				
Conference	Track (submit)	Description	Register paper by	Review manuscript due
ICST UGM 2019	<a href="#">Computer and Information Technology Symposium</a>		<a href="#">Apr 1, 2019 23:59:59 WIB</a>	<a href="#">Apr 1, 2019 23:59:59 WIB</a>
ICST UGM 2019	<a href="#">Electronics, Communication, Control, and Instrumentation Symposium</a>		<a href="#">Apr 1, 2019 23:59:59 WIB</a>	<a href="#">Apr 1, 2019 23:59:59 WIB</a>
ICST UGM 2019	<a href="#">Environmental and Earth Science Symposium</a>		<a href="#">Apr 1, 2019 23:59:59 WIB</a>	<a href="#">Apr 1, 2019 23:59:59 WIB</a>
ICST UGM 2019	<a href="#">Mechanical and Industrial Engineering Symposium</a>		<a href="#">Apr 1, 2019 23:59:59 WIB</a>	<a href="#">Apr 1, 2019 23:59:59 WIB</a>
ICST UGM 2019	<a href="#">Power and Energy Symposium</a>		<a href="#">Apr 1, 2019 23:59:59 WIB</a>	<a href="#">Apr 1, 2019 23:59:59 WIB</a>
ICST UGM 2019	<a href="#">Remote Sensing and Geomatics Symposium</a>		<a href="#">Apr 1, 2019 23:59:59 WIB</a>	<a href="#">Apr 1, 2019 23:59:59 WIB</a>

Enter your paper details, tick the box “Add yourself as author”, and click [\[submit\]](#) button to submit your paper.

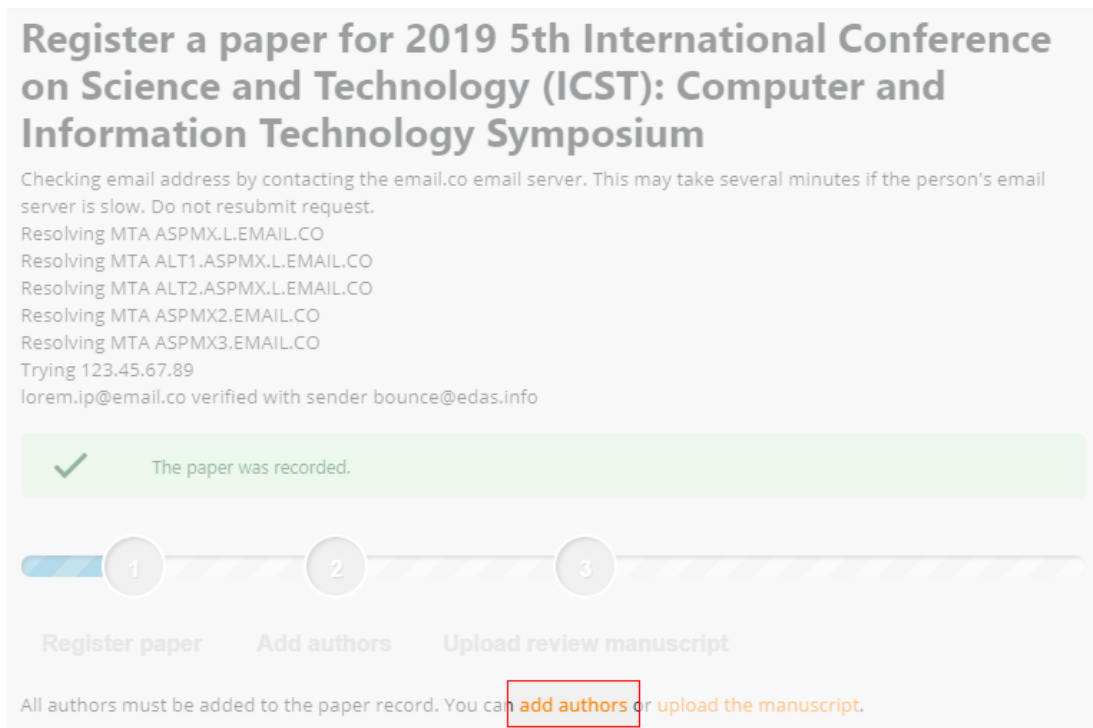


A screenshot of a web form. At the top, there is a checkbox labeled "Web Technology". Below it, a red rectangular box highlights a section containing the text "Add yourself as author (you can add others later)" with a checked checkbox icon to its right. Below this text is a blue button labeled "SUBMIT". At the bottom of the form, there is a small asterisk followed by the text "\* denotes required field".

Your paper has been successfully submitted. You will now be able to view your paper in your EDAS account.

### 3. Add your paper's author(s)

Click [\[add authors\]](#) to add your co-authors (if available).



A screenshot of a confirmation page. At the top, the title reads "Register a paper for 2019 5th International Conference on Science and Technology (ICST): Computer and Information Technology Symposium". Below the title, there is a list of email addresses and a status message: "Checking email address by contacting the email.co email server. This may take several minutes if the person's email server is slow. Do not resubmit request." The list includes: "Resolving MTA ASPMX.L.EMAIL.CO", "Resolving MTA ALT1.ASPMX.L.EMAIL.CO", "Resolving MTA ALT2.ASPMX.L.EMAIL.CO", "Resolving MTA ASPMX2.EMAIL.CO", "Resolving MTA ASPMX3.EMAIL.CO", "Trying 123.45.67.89", and "lorem.ip@email.co verified with sender bounce@edas.info". Below this, a green banner with a checkmark icon and the text "The paper was recorded." is displayed. Underneath the banner is a progress bar with three steps: "1", "2", and "3". Step 1 is highlighted with a blue bar. Below the progress bar, the steps are labeled: "Register paper", "Add authors", and "Upload review manuscript". At the bottom, a message states: "All authors must be added to the paper record. You can [add authors](#) or [upload the manuscript](#)." The text "add authors" is highlighted with a red box.



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 #123456789: Your Paper Title

1

2

3

Register paper

Add authors

Upload manuscript

Name, EDAS ID or email address of author  
... or select from co-author list

-- select from co-authors --

Add author

Select the radio button before your co-author's name and click [\[ select this person \]](#) button to confirm it.

Add author to #123456789: Your Paper Title

1

2

3

Register paper

Add authors

Upload manuscript

☒ Dolor Sitamet Universitas Gadjah Mada dolor@email.co

Select this person

☐ None of the above

Name	ID	Edit	Flag	Affiliation (edit for paper)	Email	Country	Email	Move authors	Delete
Lorem Ipsum	1234567			University of Gadjah Mada, Indonesia	lorem.ip@email.co	Indonesia			

You can add another author or upload the manuscript.

#### 4. Upload your paper's document

After adding your co-author, click [\[upload the manuscript\]](#) to upload your paper document.

1

2

3

Register paper

Add authors

Upload manuscript

Checking email address by contacting the hi.email.co. email server. This may take several minutes if the person's email server is slow. Do not resubmit request.  
Resolving MTA secure.email.co  
Trying 104.47.32.33  
dolor.sa@email.co verified with sender bounce@edas.info.

Name	ID	Edit	Flag	Affiliation (edit for paper)	Email	Country	Email	Move authors	Delete
Lorem Ipsum	1234567			Universitas Gadjah Mada, Indonesia	lorem.ip@email.co	Indonesia			
Dolor Sitamet	2345678			Universitas Gadjah Mada, Indonesia	dolor.sa@email.co	Indonesia			

You can add another author or [upload the manuscript](#).

Tick the box "I have checked that the authors listed in the manuscript are the same as the current list of authors on the paper record", upload your full paper's file, and click [\[upload\]](#) button.

Please ensure your file is in DOC, DOCX, or PDF format

Upload manuscript for #1234567890: *Your Paper Title*

1

2

3

Register paper

Add authors

Upload manuscript

Please upload your manuscript for peer-review process

You can now upload your review manuscript for *Your Paper Title* until Mar 13, 2018 03:59:00 UTC.

You can upload the following file types: PDF, Microsoft Word (doc, but not docx), Microsoft Open Office XML format (Word 2007, docx).

To convert other file formats, such as Microsoft Word, to PDF, you can use online services. Examples include Adobe, PDFonline or FreePDFConvert. There is also free or cheap software that installs as a printer driver and performs that conversion, including PrimoPDF.

The file cannot exceed 6 pages.

I have checked that the authors listed in the manuscript are the same as the current list of authors on the paper record: Mr. Lorem Ipsum, Ms. Dolor Sitamet ☐

Send email notification to authors ☒

File name  Choose File No file chosen

or, alternatively, URL for file (e.g., Dropbox, Box or Google Drive)

[Upload PDF, Microsoft Word \(doc, but not docx\), Microsoft Open Office XML format \(Word 2007, docx\)](#)

Your full paper has been uploaded.

#### Upload manuscript for #1234567890: *Your Paper Title*

The file has been uploaded.

Property	Change Add	Value																																	
Conference and track		2018 4th International Conference on Science and Technology (ICST) - Electronics, Communication, Control, and Instrumentation Symposium																																	
Authors		<table><thead><tr><th>Name</th><th>ID</th><th>Edit</th><th>Flag</th><th>Affiliation (edit for paper)</th><th>Email</th><th>Country</th><th>Email</th><th>Move authors</th><th>Delete</th><th>Register</th></tr></thead><tbody><tr><td>Lorem Ipsum</td><td>1234567</td><td></td><td></td><td>Universitas Gadjah Mada, Indonesia</td><td>lorem.ip@email.co</td><td>Indonesia</td><td></td><td></td><td></td><td></td></tr><tr><td>Dolor Sitamet</td><td>2345678</td><td></td><td></td><td>Universitas Gadjah Mada, Indonesia</td><td>dolor.sa@email.co</td><td>Indonesia</td><td></td><td></td><td></td><td></td></tr></tbody></table>	Name	ID	Edit	Flag	Affiliation (edit for paper)	Email	Country	Email	Move authors	Delete	Register	Lorem Ipsum	1234567			Universitas Gadjah Mada, Indonesia	lorem.ip@email.co	Indonesia					Dolor Sitamet	2345678			Universitas Gadjah Mada, Indonesia	dolor.sa@email.co	Indonesia				
Name	ID	Edit	Flag	Affiliation (edit for paper)	Email	Country	Email	Move authors	Delete	Register																									
Lorem Ipsum	1234567			Universitas Gadjah Mada, Indonesia	lorem.ip@email.co	Indonesia																													
Dolor Sitamet	2345678			Universitas Gadjah Mada, Indonesia	dolor.sa@email.co	Indonesia																													
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Topics		Industrial Automation and Control Systems Technology																																	
Status		Active (has manuscript) Can upload 6 pages (type) until Mar 13, 2018 03:59:00 UTC.																																	
Review manuscript		<table><thead><tr><th>Document (show)</th><th>Pages</th><th>File size</th><th>Changed</th><th>Check format / Report problem</th><th>Delete</th></tr></thead><tbody><tr><td></td><td>6</td><td>799,123</td><td>Mar 7, 2018 03:26:16 America/New_York</td><td></td><td></td></tr></tbody></table>	Document (show)	Pages	File size	Changed	Check format / Report problem	Delete		6	799,123	Mar 7, 2018 03:26:16 America/New_York																							
Document (show)	Pages	File size	Changed	Check format / Report problem	Delete																														
	6	799,123	Mar 7, 2018 03:26:16 America/New_York																																

If you still require further assistance, please feel free to [\[contact us\]](#).

## **EDAS: CAMERA-READY**

This tutorial will be available after the last notification deadline.

# SCIENTIFIC.NET: ACCOUNT REGISTRATION

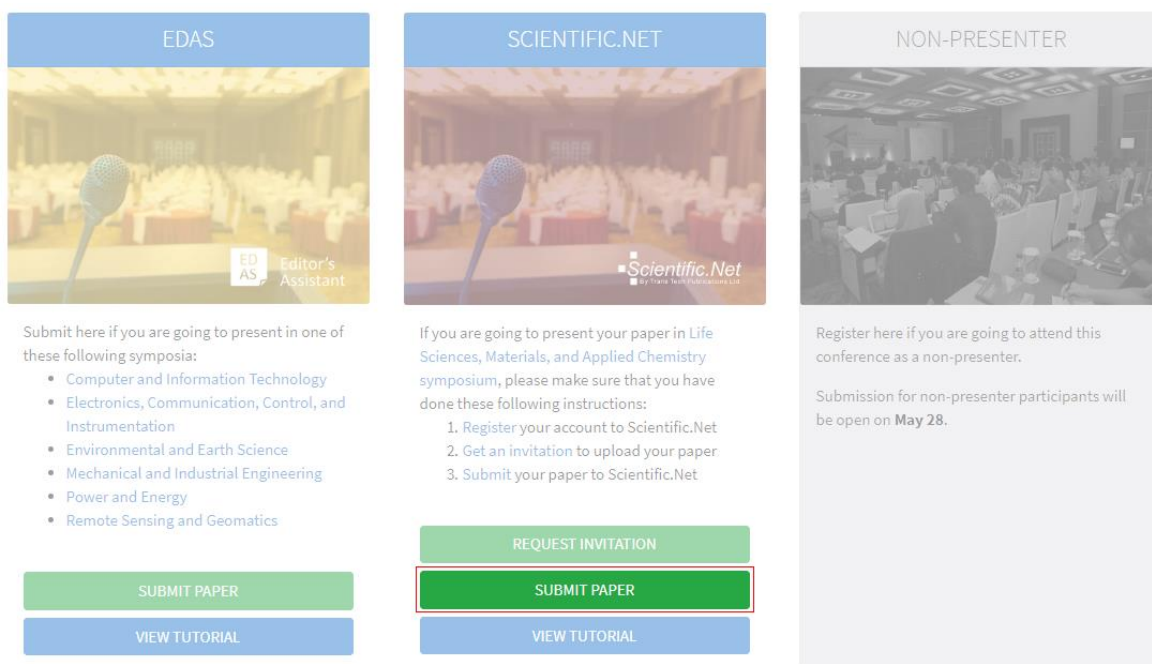
This tutorial will guide you through the registration of your Scientific.Net account. If you already have a Scientific.Net account, please get the invitation to submit your paper using your registered account.

1. Go to the [Scientific.Net's](#) login site.

Click the [\[register\]](#) button on the ICST website.



Then, click the [submit paper](#) button under the Scientific.Net card, which will redirect you to the Scientific.Net website.



2. **Create a new account**

Below the login form, click [\[register now\]](#).

A screenshot of the Scientific.Net login and registration form. It includes a 'Login' section with fields for 'Username \*' and 'Password \*', a 'Remember me' checkbox, and a 'Forgot your password?' link. Below the login section is a large red 'LOGIN' button. At the bottom, there is a link 'Not a member yet?' followed by a red box containing the text 'Register now'.

### 3. Entry your details

Type your information in the required fields (marked with an asterisk). Click [[register](#)] button to create your account.

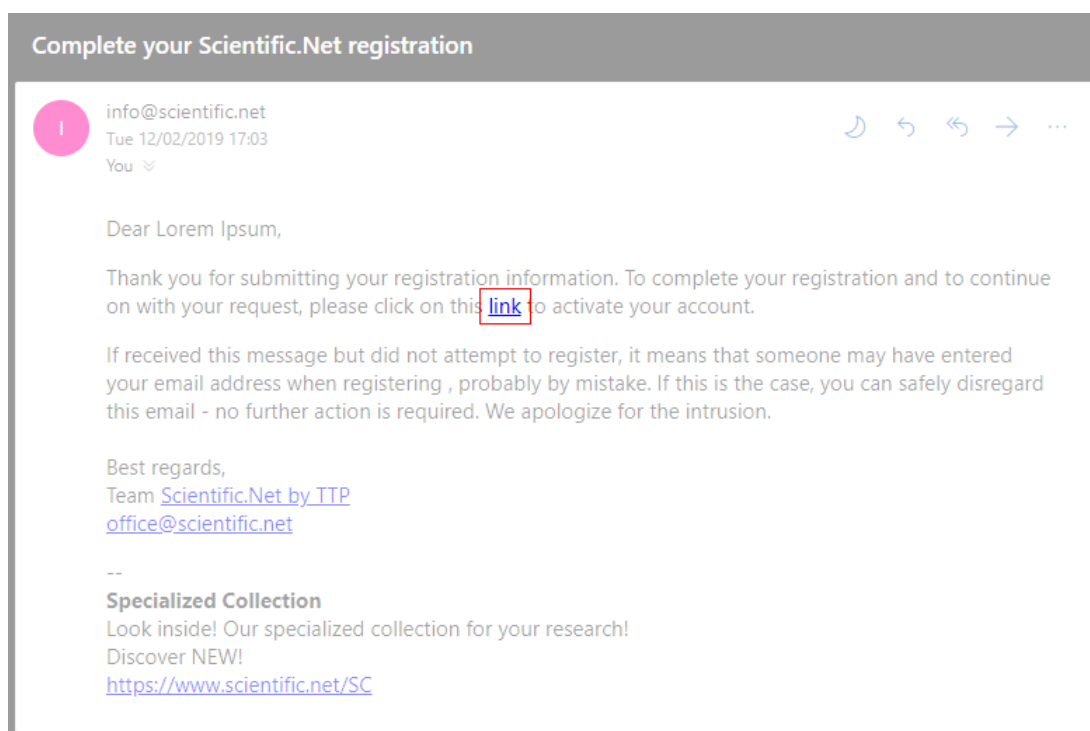
Phone  
\_\_\_\_\_

Fax  
\_\_\_\_\_

\* - required fields




**REGISTER**

Your account has been created. Verify your account by clicking the [[link](#)] in your email



#### 4. Get your invitation

Get your invitation by clicking the [\[ Request invitation \]](#) button under the Scientific.Net card in the Submission page.

EDAS	SCIENTIFIC.NET	NON-PRESENTER
		
Submit here if you are going to present in one of these following symposia: <ul style="list-style-type: none"><li>• Computer and Information Technology</li><li>• Electronics, Communication, Control, and Instrumentation</li><li>• Environmental and Earth Science</li><li>• Mechanical and Industrial Engineering</li><li>• Power and Energy</li><li>• Remote Sensing and Geomatics</li></ul>	If you are going to present your paper in Life Sciences, Materials, and Applied Chemistry symposium, please make sure that you have done these following instructions: <ol style="list-style-type: none"><li>1. Register your account to Scientific.Net</li><li>2. Get an <a href="#">invitation</a> to upload your paper</li><li>3. Submit your paper to Scientific.Net</li></ol>	Register here if you are going to attend this conference as a non-presenter.  Submission for non-presenter participants will be open on <b>May 28</b> .
<a href="#">REQUEST INVITATION</a>	<a href="#">REQUEST INVITATION</a>	
<a href="#">SUBMIT PAPER</a>	<a href="#">SUBMIT PAPER</a>	
<a href="#">VIEW TUTORIAL</a>	<a href="#">VIEW TUTORIAL</a>	

Type your Scientific.Net registered account details and click [\[ Submit \]](#) button.

Cellular number \*

Your answer

[SUBMIT](#)

Your request has been sent. We will notify your invitation by email.  
If you still require further assistance, please feel free to [contact us](#).

# SCIENTIFIC.NET: PAPER SUBMISSION TUTORIAL

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

In order to make it easier and more efficient, you need to complete the following details before submitting your paper:

**The registered Scientific.Net account** of all authors in your paper.  
**Paper format and content in accordance with the author guidelines .**


## 1. Log in to the Scientific.Net site

Click the [\[ Register \]](#) button on the ICST website.



Then, click the [\[ Submit paper \]](#) button under the Scientific.Net card, which will redirect you to the Scientific.Net website.

### EDAS




Submit here if you are going to present in one of these following symposia:

- Computer and Information Technology
- Electronics, Communication, Control, and Instrumentation
- Environmental and Earth Science
- Mechanical and Industrial Engineering
- Power and Energy
- Remote Sensing and Geomatics

[SUBMIT PAPER](#)

[VIEW TUTORIAL](#)

### SCIENTIFIC.NET



If you are going to present your paper in Life Sciences, Materials, and Applied Chemistry symposium, please make sure that you have done these following instructions:


1. Register your account to Scientific.Net
2. Get an invitation to upload your paper.
3. Submit your paper to Scientific.Net

[REQUEST INVITATION](#)

[SUBMIT PAPER](#)

[VIEW TUTORIAL](#)

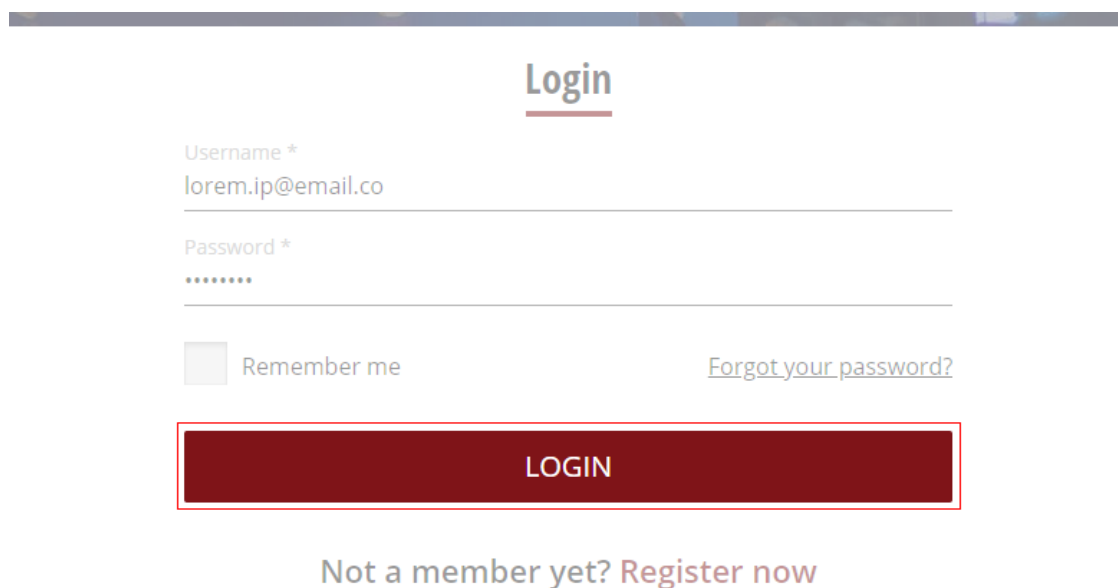
### NON-PRESENTER



Register here if you are going to attend this conference as a non-presenter.

Submission for non-presenter participants will be open on **May 28**.

Log in to your Scientific.Net account.



Username \*

lorem.ip@email.co

Password \*

.....

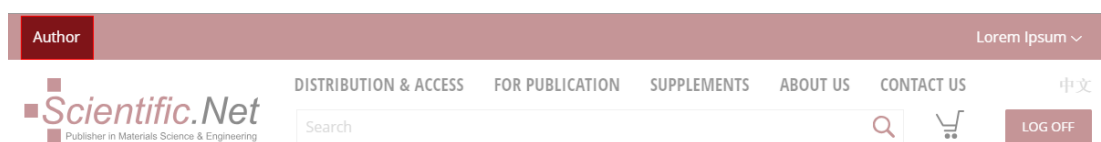
☐ Remember me [Forgot your password?](#)

LOGIN

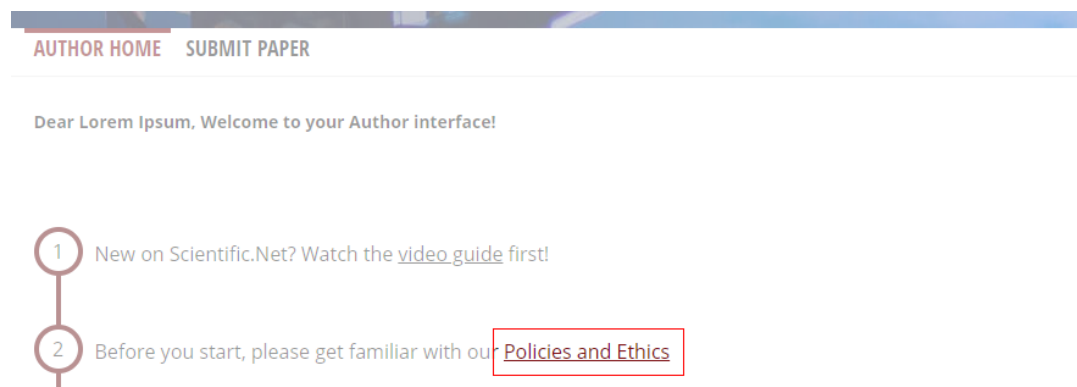
Not a member yet? [Register now](#)

## 2. Read Trans Tech Publications Ltd.' Policy and Ethics

Once you are logged in, click [[Author](#)] on the top menu.



Click [[Policies and Ethics](#)] under the Author home tab to view the Trans Tech Publications Ltd.' Policy and Ethics .

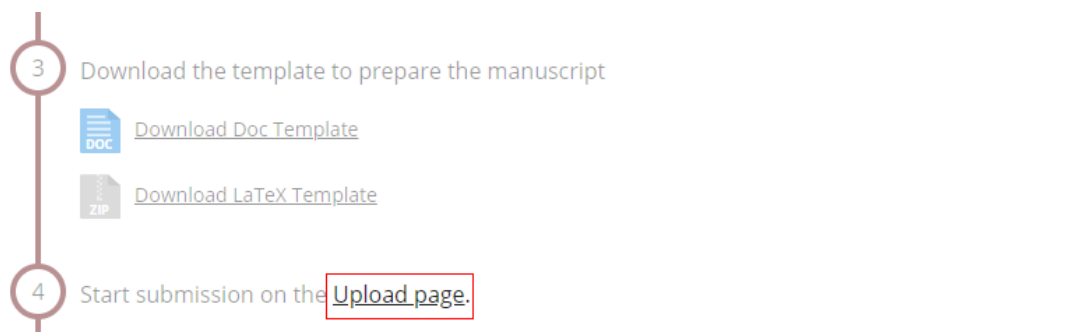


Please read it carefully before starting to upload your paper.



### 3. Go to symposium's tab

On the Author home tab, click [ [Upload page](#) ] to begin the paper submission.



Select radio button on "Symposium of Materials Sciences and Chemistry" and click Continue.

AUTHOR HOME **SUBMIT PAPER**

1. Title

2. Edit Paper

3. Edit Authors

**Title**

Your Paper will be submitted in the Title:

☒ Symposium of Materials Science and Chemistry

**CONTINUE**

### 4. Entry your paper details

On the Edit paper tab, browse your [ [DOC/DOCX/RTF/ZIP](#) ] and [ [PDF](#) ] files. Click [ [Upload](#) ] button to start uploading.

The uploaded files should be less than 64 Mb.

## **TTP: CAMERA-READY**



We will announce it after the paper submission deadline has passed.



BADAN PENERBIT DAN PUBLIKASI  
UNIVERSITAS GADJAH MADA

UGM Main Office Building, 3<sup>rd</sup> Floor, Room B3-02  
Bulaksumur, Yogyakarta, Indonesia 55281

 (+62) 274-6491-963  
 [icst@ugm.ac.id](mailto:icst@ugm.ac.id)  
 [icst.ugm.ac.id](http://icst.ugm.ac.id)  
 @icstugm  
[flic.kr/icst](http://flic.kr/icst)