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  - Papers must be letter sized (8.5″ x 11″) have two columns, simple interlined.
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*Figure 1, PDF eXpress Login Page.*

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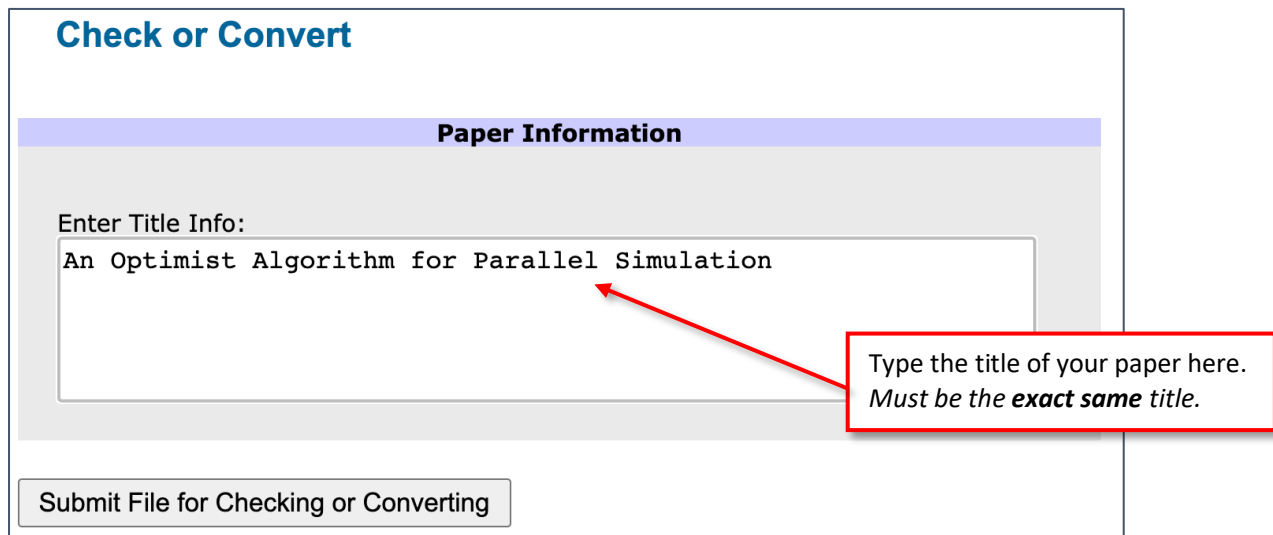Error = Please check your email for additional information
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Create New Title

*Figure 2, Main menu.*

**4.** The following page will display a form where you will have to type the **title of your paper** in plain text (an example is shown in Figure 3). Then, click the "Submit File for Checking or Converting".



*Figure 3, Paper Information: Enter the title of your paper.*
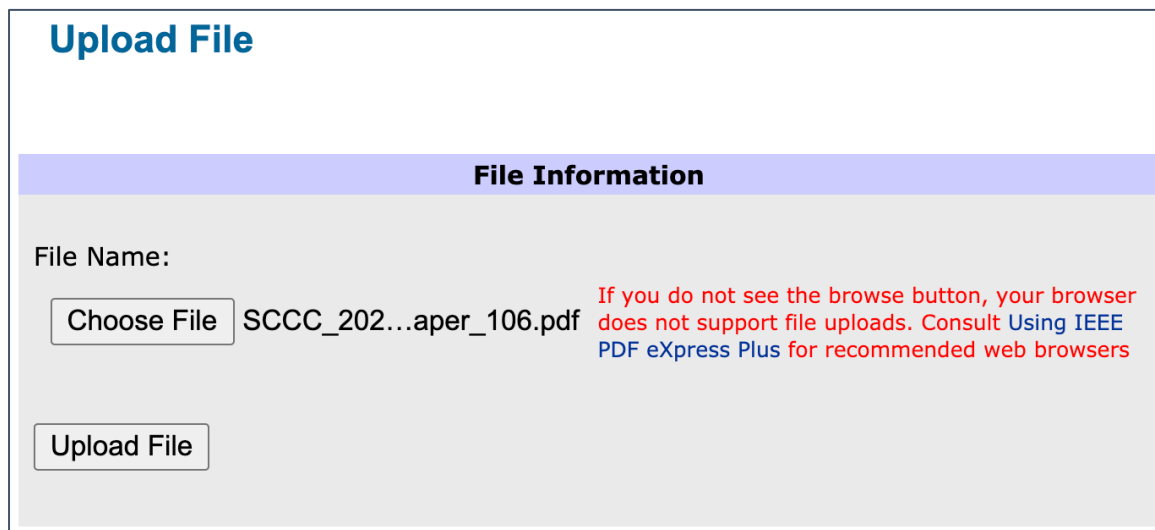
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*Figure 4, Upload the PDF version of your paper.*

**6.** The following page (see Figure 5) indicates that your PDF file has been uploaded. Just click the "Continue" button.

**7.** After that, you will return to the main menu. Now the menu shows the checking progress of the file you've just uploaded (see Figure 6). You can click the "Refresh File Status" to reload the status of the validation process of your PDF file. You will receive a notification email regarding the uploading process.

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*Figure 5, File Upload Results.*

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|---|---|
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| | PDF Checks:      1 of 10 |
| | Source File Conversions:      0 of 20 |
| OPTIONS: Try Again | Approve for Collection |

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*Figure 6, Main Menu – PDF validation progress.*

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First word of title(hyphen)second word of title(hyphen)presenting author's last name(dot)PDF. For example, if the paper's title is "Systematic approach to enhanced innovation structures", and the presenting author is Colleen Edwards, the file should be renamed: **Systematic-approach-Edwards.pdf**

This naming convention is suggested in order to facilitate the sorting and sequencing of the final papers by the conference's publications chair.

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*Figure 7, Main Menu – PDF validation progress.*

Welcome Alonso Inostrosa,                                                    **Logoff**

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| Paper ID | Paper Title | |
|---|---|---|
| PDFeXpID6662315 | An Optimist Algorithm for Parallel Simulation | |
| | Status*: | Approved for Collection |
| | PDF Checks: | 1 of 10 |
| | Source File Conversions: | 0 of 20 |
| | | |

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*Figure 8, Paper approved for collection.*

**11.** Next, you will be redirected to the main menu. You can notice that the status of the file changed to "Approved for Collection" (see Figure 8). Rest assured that your paper is now validated to be *IEEE Xplore-compliant*.

**12.** Now, click on the Paper Title (Figure 8) to download the validated PDF file of your paper.
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**13.** If beyond this point you make any changes to your paper, then you will need to repeat the whole validation process (including the uploading the file to *easychair*) all over again.

Thanks again, we look forward to your presentation at the conference!

**2022 41st International Conference of the Chilean Computer Science Society Organization.**