

## Camera-Ready Submission guidelines to ASSYST

### Submission Instructions to ASSYST – ICST Paper Submission and Review System

1. Register for the conference online via the conference website

**IMPORTANT:**

- Without registering for the conference at a (non-student) fee first, you will not be able to upload your camera-ready paper.
- When registering, please use the same e-mail address that you used for submitting your paper to ASSYST initially (or the email address at which you received the acceptance notification).

2. Log into [ASSYST Proceedings](#).

If you cannot find or remember your password, please use the "[Reset Password](#)" function and you will be e-mailed a new password shortly.

3. If you have not filled out your profile yet, go to "[My Profile](#)" in the main menu and fill out all the mandatory fields. Click "Save Changes".

**IMPORTANT:**

- Without completing your profile first, the system will not allow you to proceed.

4. Click on "Conferences" → "Select Conferences" and choose the event to which you wish to submit your camera-ready paper.

5. Upload your paper by clicking on "Upload Camera-Ready Paper" and follow the steps below:

#### STEP 1 Title and Abstract

Provide the Title, Abstract, and Keywords of your paper. Click "NEXT".

#### STEP 2 Authors and co-Authors

Add all the co-authors of your paper by clicking on "Add Additional Authors". Add the co-authors' names and related information, click NEXT.

**NOTE:**

- The order of the authors should be the same in ASSYST as it appears in your paper.

To change the order of authors, click on the arrow next to the author's name. The contact author is always the first one in the list by default; however, you can change the contact author by moving the authors with the arrows.

- If you wish to change the order of authors later on, you will need to go to "Conferences" → "Select Conferences" → "Manage my papers" → "View" → "Edit/upload"

#### Copyright Agreement

You must read the terms of the copyright agreement entirely by using the scrollbar on the right

hand side, otherwise you will not be able to click on the “I Agree” button and proceed to the next page.

If you wish to print out a copy of the agreement, you may do so by clicking on the “print” button in the lower right corner of the page.

After you have accepted the terms, you will receive an email confirmation from ICST with a link and a PDF file of the Copyright Agreement. Please make sure to keep this in case it is needed in the future.

**NOTE:** The system will not allow you to upload your paper without successfully completing this step.

### **STEP 3 Upload Paper**

Select the file you wish to upload and click on the “Upload paper” button. For **LNICST** publication, a **ZIP** file must be prepared, which contains your paper in the following two formats:

- MS Word **or** LaTeX **plus** the PDF file

**NOTE:** Failure to upload your camera-ready paper in the required formats will result neither in your paper appearing on the proceedings CD nor in the digital library.

### **IMPORTANT:**

- If you wish to edit your paper, it must be done before the Camera-Ready deadline.
- To edit your camera-ready paper, you can do so by clicking on the “Manage my Papers” link in the header menu and then selecting “View My Papers”.
- Please note that each time your paper is edited, it will be necessary to agree to the modified Copyright Agreement. This is done to ensure that ICST has the copyright agreement on the final version of the paper.

If you need further assistance please contact our [Registration Department](#).