

# EasyChair instructions for Authors

## 1 Set up an account as an Author

First, you will need to set up an account (username and password) as an author. Goto: <https://easychair.org/account/signup.cgi?conf=iconeas2018>

You will then be automatically directed to the page shown in Figure 1. Fill in the textbox with the distorted words that appear directly above it, and click on “Continue”.



Figure 1: Enter information to sign up

Then, follow the on-screen instructions and complete the form (as shown in Figure 2), and click on “Continue.”

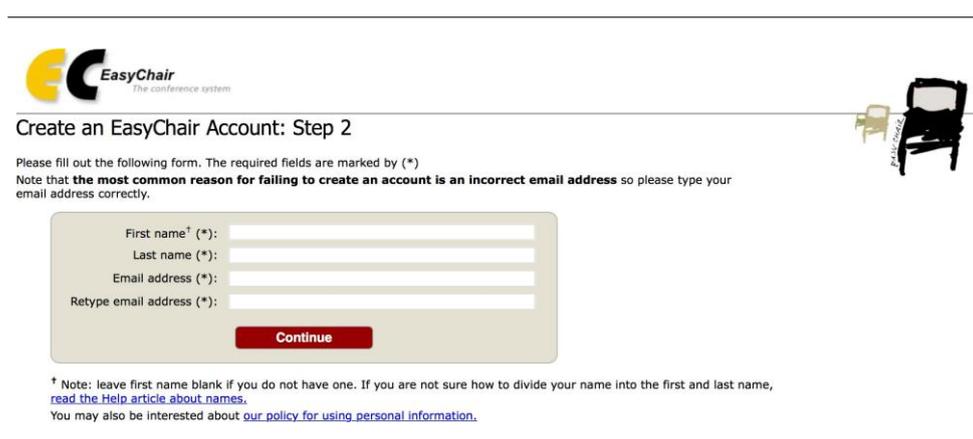


Figure 2: Fill in the form.

After registering, you will receive an email similar to the one in Figure 3. Use the link provided in the email to continue the account registration process.

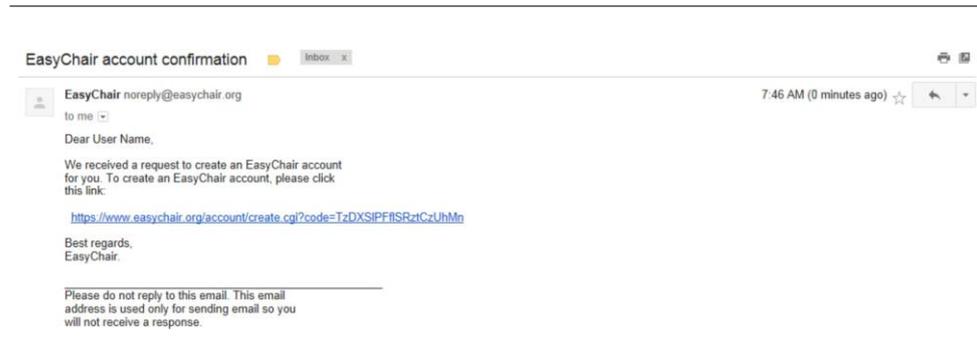


Figure 3: Login email.

Fill out all of the required information (as shown in Figure 4), and click the “Create my account” button to finalize the account registration process.

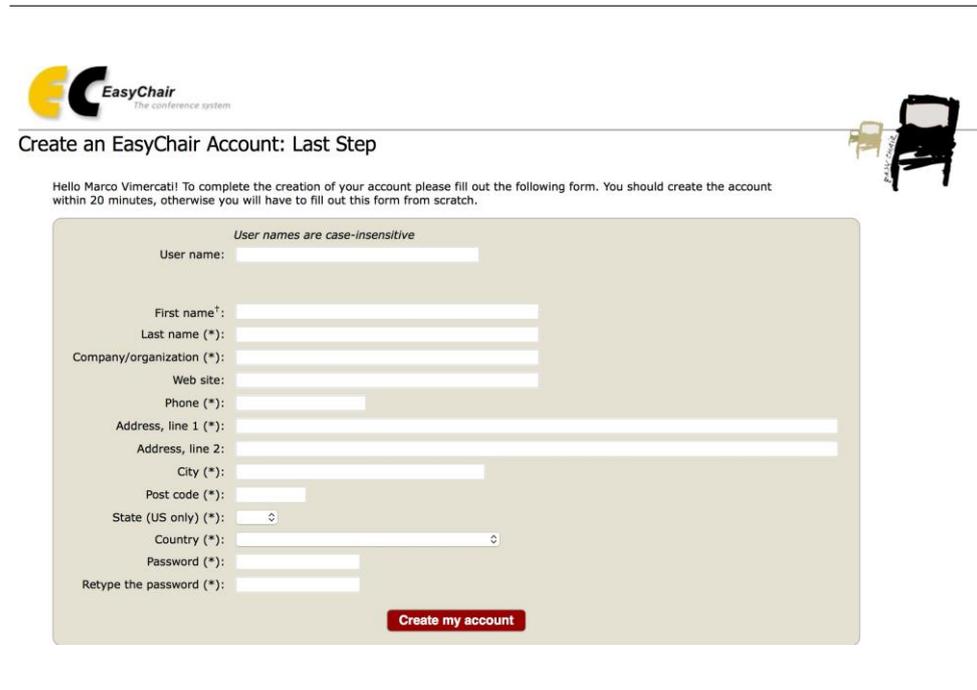


Figure 4: Create an account.

After the account is registered, you may log in to **IconMEAS 2018** simply by clicking on the “click this link” link (as shown in Figure 5), or on the following link: <https://easychair.org/conferences/?conf=iconeas2018>

**Note:** If your username appears taken, it is possible that you have signed up for EasyChair in the past for another conference. In this case, you simply need to ask the system to remind you of your password based on your username.

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## Account Created

Your EasyChair account has been created.

To log in for [click this link](#).

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Figure 5: Link to the login page.

## 2 Submit your Paper(s)

After logging in to the EasyChair website for **IconMEAS 2018**, you may click on the “New Submission” link located in the top-left corner of the menu bar to submit a new paper (as shown in Figure 6).

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The screenshot shows the EasyChair author interface for the NICFD 2016 conference. At the top, there is a navigation bar with links for 'New Submission', 'NICFD 2016', 'Support', and 'EasyChair'. The main heading reads 'NICFD 2016 Login for *Author name*'. Below this, a message welcomes the user, Davide Vimercati, and provides session expiration information. A 'Conference Information' section lists the event acronym (NICFD 2016), name (1st International Seminar on Non-ideal Compressible-Fluid Dynamics for Propulsion & Power), contact email addresses (alberto.gardone@polimi.it, davide.vimercati@polimi.it), and submission page (https://easychair.org/conferences/?conf=nicfd2016). An 'Important Dates' table shows the conference dates as 2016-10-20 to 2016-10-21.

Description	Dates
conference	2016-10-20 - 2016-10-21

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Figure 6: The main page for authors.

Follow the on-screen instructions and fill out all of required information (as shown in Figure 7) about the authors.

**Note:** You must use the same email address that you signed up with when creating the EasyChair account.

NICFD 2016 (author) Help Log out

New Submission | NICFD 2016 | Support | EasyChair

### New Submission for NICFD 2016

Follow the instructions, step by step, and then use the "Submit" button at the bottom of the form. The required fields are marked by (\*).

**Author Information**  
For each of the authors please fill out the form below. Some items on the form are explained here:

- Email address** will only be used for communication with the authors. It will not appear in public Web pages of this conference. The email address can be omitted for authors who are not corresponding. These authors will also have no access to the submission page.
- Web site** can be used on the conference Web pages, for example, for making the program. It should be a Web site of the author, not the Web site of her or his organization.
- Each author marked as a **corresponding author** will receive email messages from the system about this submission. There must be at least one corresponding author.

**Author 1** (click here to add yourself) (click here to add an associate)

First name (\*):   
 Last name (\*):   
 Email (\*):   
 Country (\*):   
 Organization (\*):   
 Web site:   
 Corresponding author:

**Author 2** (click here to add yourself) (click here to add an associate)

First name (\*):   
 Last name (\*):   
 Email (\*):   
 Country (\*):   
 Organization (\*):   
 Web site:   
 Corresponding author:

**Author 3** (click here to add yourself) (click here to add an associate)

First name (\*):   
 Last name (\*):   
 Email (\*):   
 Country (\*):   
 Organization (\*):   
 Web site:   
 Corresponding author:

[Click here to add more authors](#)

\* Note: leave first name blank if there is no first name. If you are not sure how to divide a name into the first and last name, read the [help article about names](#).

Figure 7: Authors information.

Fill out the text abstract, keywords and the related topics (as shown in Figure 8).

**Title and Abstract**  
The title and the abstract should be entered as plain text, they should not contain HTML elements.

Title (\*):

The abstract should not exceed 500 words

Abstract (\*):

**Keywords**  
Type a list of keywords (also known as key phrases or key terms), **one per line** to characterize your submission. You should specify at least three keywords.

Keywords (\*):

**Topics**  
Please select topics relevant to your submission from the following list.

Experimental techniques for NICFD	Fundamentals of NICFD
Numerical methods in NICFD	Optimisation and UQ in NICFD
Critical and supercritical flows	NICFD of multi-component fluids
ORC applications	Vapour turbines
Criogenic flows	Condensing flows in nozzle
Space propulsion	Other

Figure 8: Paper submission.

Click on the "Submit" link to submit your paper (as shown in Figure 9).

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Uploads

The following part of the submission form was added by NICFD 2016. It has neither been checked nor endorsed by EasyChair

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**Paper.** Upload your paper. The paper must be in PDF format (file extension .pdf)

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Ready?

If you filled out the form, press the 'Submit' button below. **Do not press the button twice: uploading may take time!**

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Figure 9: Paper submission.

Now, you have done the submission process of your paper(s). After that, you need to wait till you receive an email from the **IconMEAS 2018** editor about the status of your paper(s).

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### 3 Final paper submission (Next Step)

After you receive the acceptance letter from **IconMEAS 2018**, we request that you submit your final paper (after correction) electronically. To upload your final paper, login to your EasyChair account, click on "Submission #" and select "**Update file**" from the right-hand menu of the Submission screen. After selecting the file that you wish to upload from your computer, submit your final paper by selecting the "Submit" button.