

## Instructions for iDECON/MS 2021 authors

1. Go to the submission site:  
<https://easychair.org/conferences/?conf=jsmeideconms2021>
2. If you do not have an account of EasyChair, create an account.
3. If you have an account, sign in.



The login form contains two input fields: "User name:" and "Password:". Below these fields is a red "Log in" button. A red box highlights the entire login area, with a red number "3" to its right. Below the form, there are links: "If you have no EasyChair account, [create an account](#)", "Forgot your password? [click here](#)", and "Problems to log in? [click here](#)". A red box highlights the "create an account" link, with a red number "2" to its right.

4. Select "New Submission".



5. Fill out the address for correspondence form.

The screenshot shows the "New Submission for JSME iDECON/MS 2021" form. The navigation menu is visible at the top. Below the title, there is a note: "Follow the instructions, step by step, and then use the 'Submit' button at the bottom of the form. The required fields are marked by \*."

### Address for Correspondence

The address form fields are: "Address, line 1: \*", "Address, line 2:", "City: \*", "Post code: \*", "State (US only) \*:", and "Country: \*". A red box highlights the entire form area, with a red number "5" to its right.

## 6. Fill out the author forms.

### Author Information

For each author 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 not corresponding authors. These authors will also have no access to the submission page.
- **Web page** can be used on the conference Web pages, for example, for making the program. It should be a Web page of the author, not the Web page 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.
- One of the authors should be marked as a **speaker**. If you are not sure, choose your best guess.

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

First name<sup>†</sup>:

Last name<sup>\*\*</sup>:

Email: <sup>\*\*</sup>

Country: <sup>\*\*</sup>

Organization: <sup>\*\*</sup>

Web page:

corresponding author  
 speaker

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

First name<sup>†</sup>:

## 7. If there are more than three authors, click here to add forms.

[Click here to add more authors](#)

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<sup>†</sup> 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](#).

## 8. Input the title and the abstract (text only).

### Title and Abstract

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

Title: <sup>\*\*</sup>

Abstract: <sup>\*\*</sup>

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## 9. Input the keywords appropriate for describing your paper (at least three).

### 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: <sup>\*\*</sup>

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10. If all the above have been finished, press “Submit”.  
(You can modify the information afterwards until the deadline.)

Ready?

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

Submit

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