



GUIDE TO PAPER SUBMISSION

2018 IEEE 7th International Conference on Adaptive
Science & Technology (ICAST)

[Abstract](#)

This is to guide authors on how to use their papers for reviews to the 2018 IEEE 7th ICAS
T Conference. Paper submissions and reviews are made through the Microsoft Conference
Management Toolkit (CMT) website.

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2018 IEEE 7th International Conference on Adaptive Science & Technology (ICAST)

Paper submissions and reviews are made through the Microsoft Conference Management Toolkit (CMT) website. To submit your paper for the conference, it is necessary to register on the website.

Accessing the conference site

The official site of the conference is <http://ieeecast.ghsociety.org/> and as shown in the figure below

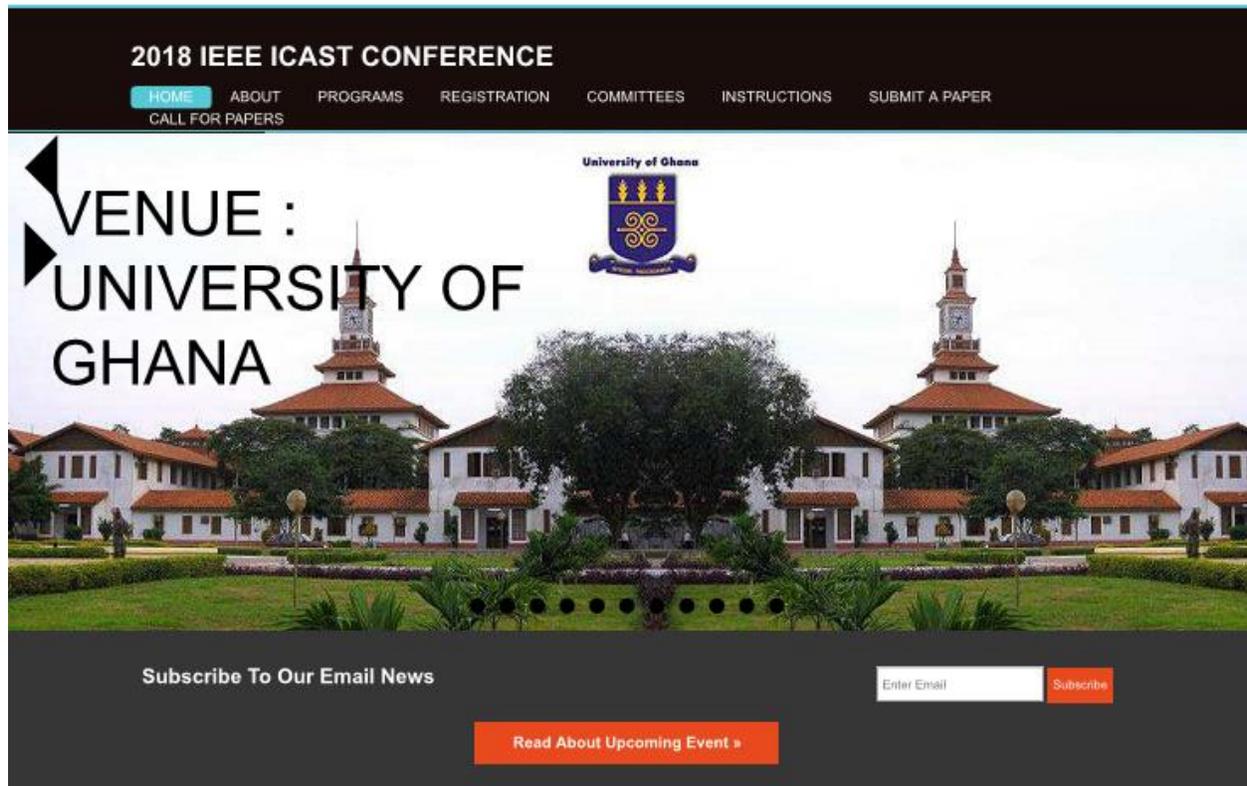


Figure 1: The Conference main page

How to Submit a paper to IEEE ICASST 2018 Conference

The following will guide an author on how to submit a paper to **2018 IEEE 7th International Conference on Adaptive Science & Technology (ICASST)**.

Accessing the link to 2018 IEEE ICASST submission page

Option 1. Go to the Submission page by directly typing the following URL in your browser or click on it in this pdf directly <https://cmt3.research.microsoft.com/ICASST2018>

Or you are on the conference website, you can click on the [SUBMIT A PAPER](#) . You can find it as shown using the red arrow in in figure 2 and figure 3 below.

After clicking on the submit button follow **Option 2**.

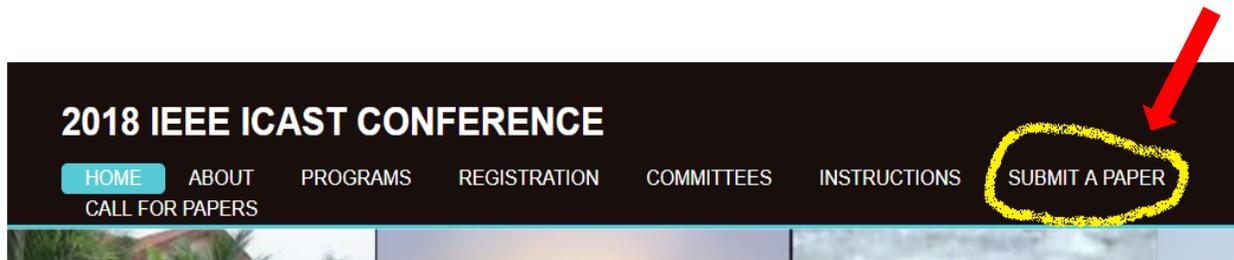


Figure 2: submission link on the menu of the IEEE ICASST main site

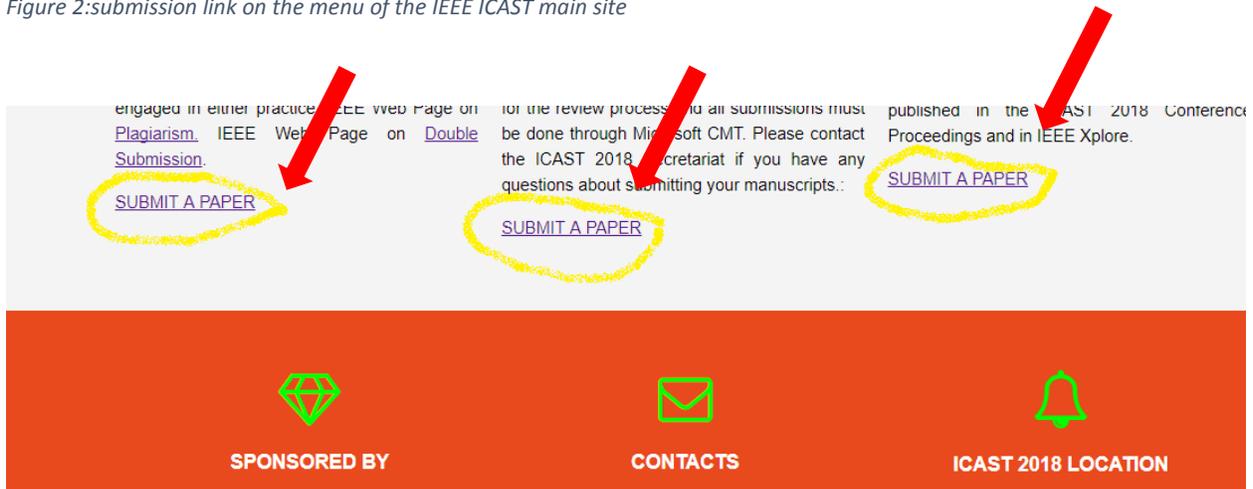


Figure 3: submission link on IEEE ICASST main site before the footer

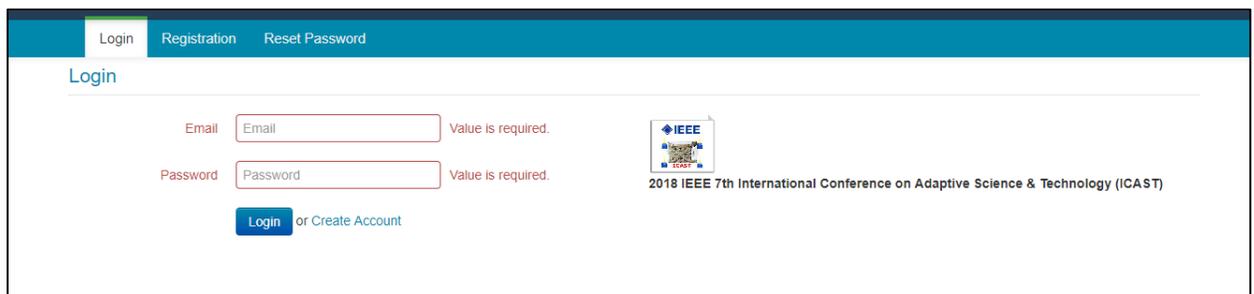
The login page

Option 2. The conference submission page looks as below. If you already have an account, you can enter your Email and password login. After successful login go to **option 5**

If you have forgotten our password use **option 3**. Below by clicking on the **Reset Password** tab. This is shown in figure 5 with the red arrow.

If you are a new user use **option 4**. to register by clicking on the **Registration** link on the page. This is shown in figure 5 with the yellow arrow.

NB: Those invited as reviewers via a mail will have to use option 3. to reset their password before login process.



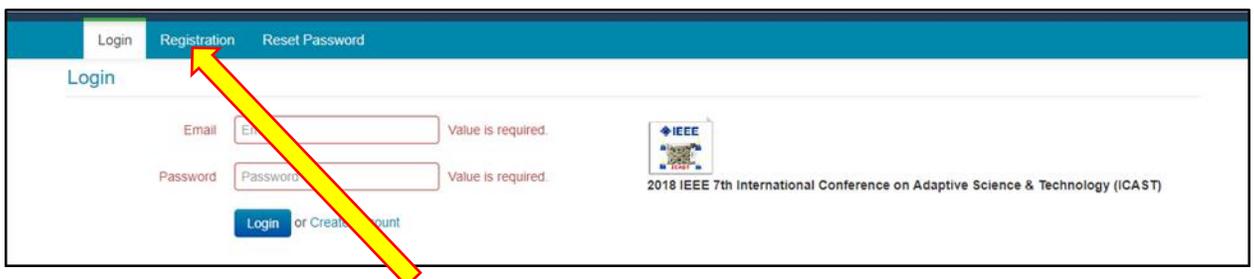
The screenshot shows the top navigation bar with three tabs: 'Login', 'Registration', and 'Reset Password'. The 'Login' tab is currently selected and highlighted in white. Below the navigation bar, the page title 'Login' is displayed. The main content area contains two input fields: 'Email' and 'Password', both with 'Value is required.' error messages. To the right of the input fields is the IEEE logo and the text '2018 IEEE 7th International Conference on Adaptive Science & Technology (ICAST)'. At the bottom of the form, there is a blue 'Login' button and a link 'or Create Account'.

Figure 4: Login page



This screenshot is identical to Figure 4, but the 'Reset Password' tab is selected and highlighted in white. A large red arrow points from the bottom right towards the 'Reset Password' tab.

Figure 5: Reset Password tab

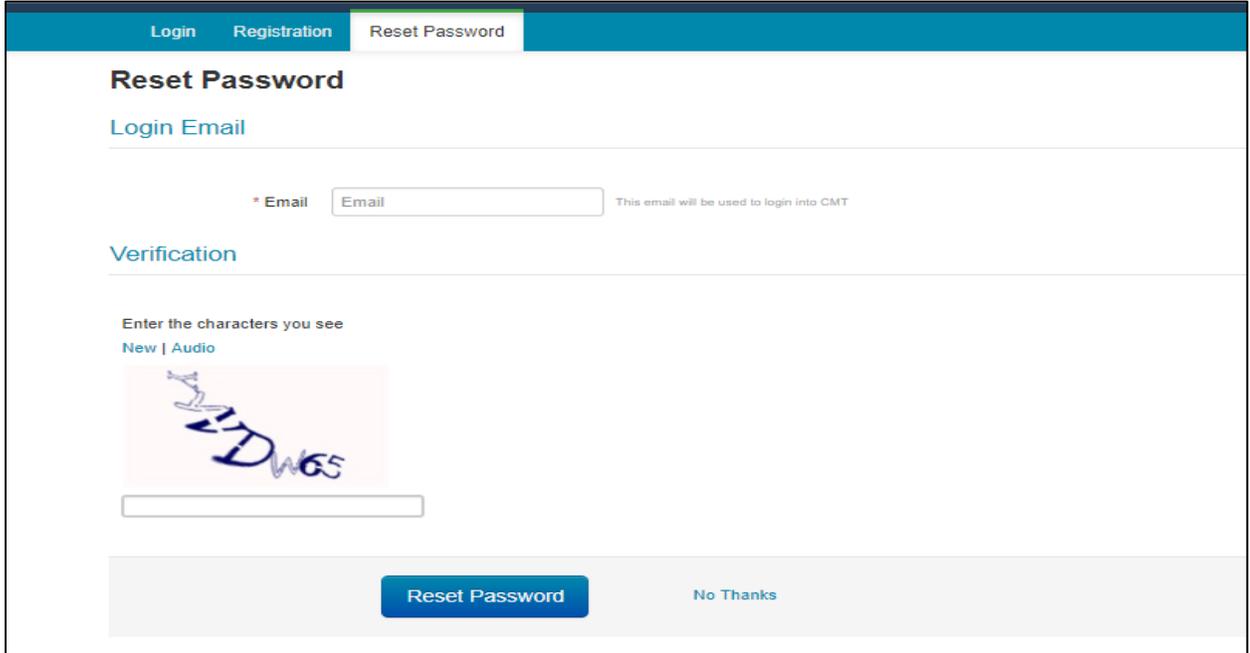


This screenshot is identical to Figure 4, but the 'Registration' tab is selected and highlighted in white. A large yellow arrow points from the bottom right towards the 'Registration' tab.

Figure 6: Registration tab

The Reset password page

Option 3. The reset password page is as shown in figure 7 below. Enter the email and verification character and click on the reset button, check your mail and go to **option 2**



Login Registration **Reset Password**

Reset Password

Login Email

* Email This email will be used to login into CMT

Verification

Enter the characters you see
New | Audio

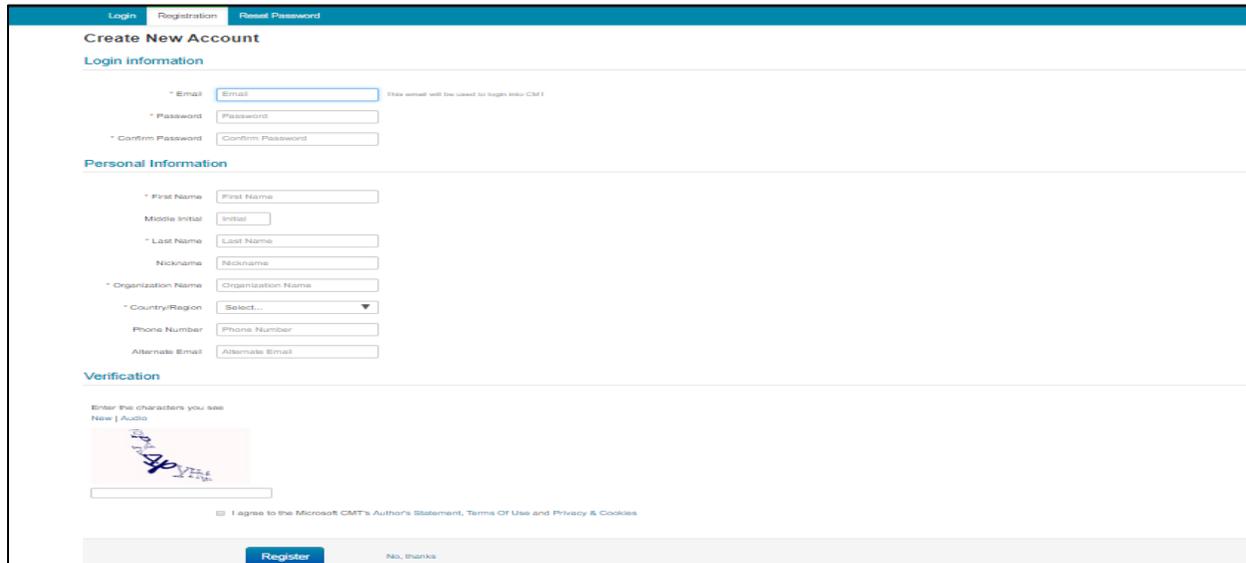


Reset Password No Thanks

Figure 7: The reset password page

The Registration page

Option 4. The registration page is as shown in figure 8 below. Fill all or the required fields and click on the register button to submit and go to **option 2**



Login Registration **Reset Password**

Create New Account

Login Information

* Email This email will be used to login into CMT

* Password

* Confirm Password

Personal Information

* First Name

Middle Initial

* Last Name

Nickname

* Organization Name

* Country/Region

Phone Number

Alternate Email

Verification

Enter the characters you see
New | Audio



I agree to the Microsoft CMT's Author's Statement, Terms Of Use and Privacy & Cookies

Register No, thanks

Figure 8: registration page

The Submission page

Option 5. After successful login the following page shown in figure 9 below show and click on the link the red arrow is pointing at to access the submission page shown in figure 10 below and go to **option 6**.

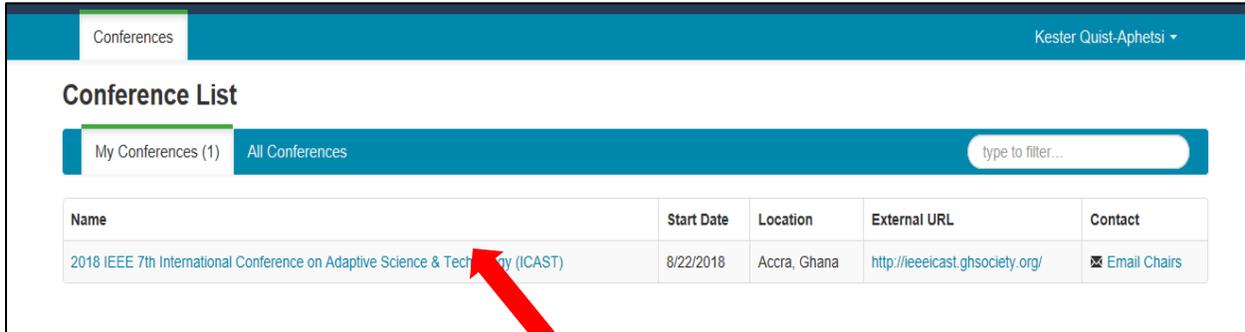


Figure 9: link to the submission page

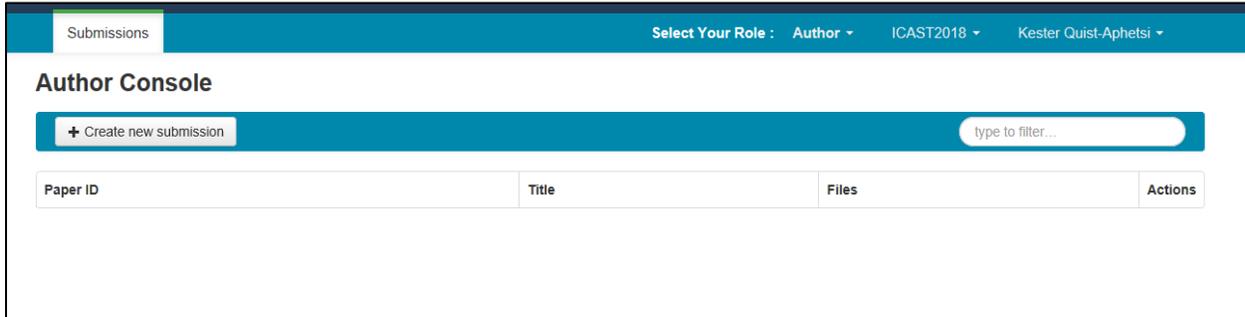


Figure 10: the submission page

Submitting the paper

Option 6. Click on new submission button After successful login the following page shown in figure 9 below show and click on the link the red arrow is pointing at to access the submission page shown in figure 11 below and go to **option 7**.

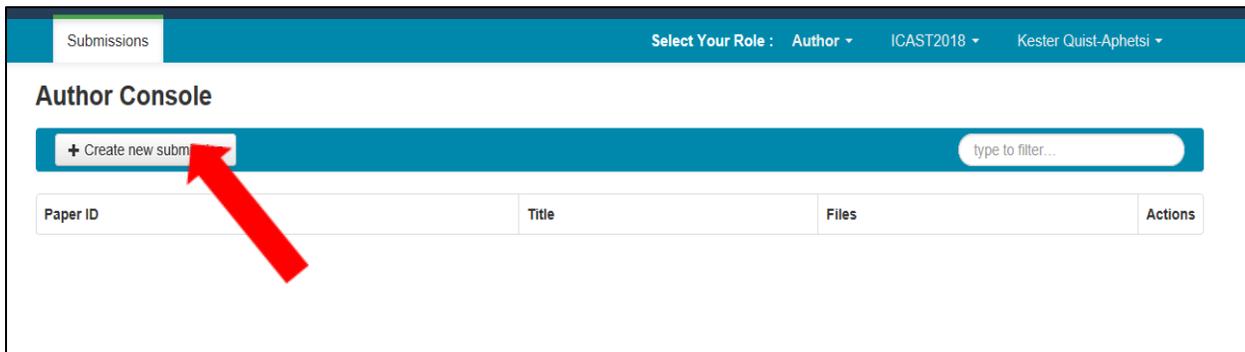


Figure 11: link to submission page

Entering the paper details

Option 7. Provide the title and abstract of the paper as shown in figure 12 below the form below and go to **option 8**.

Submissions Select Your Role : Author | ICAST2018 | Kester Quist-Aphetsi

Create New Submission

Track: ICAST2018

TITLE AND ABSTRACT

* Title

* Abstract

2000 characters left

AUTHORS
You may optionally add your collaborators.

Primary Contact	Email	First Name	Last Name	Organization	Country
<input checked="" type="radio"/>	ceo@citacghana.com	Kester	Quist-Aphetsi	CRITAC	<input type="text"/> <input type="text"/>

Figure 12: entering title and abstract

Adding co-authors to the paper details

Option 8. Enter the email of the co-author and click on add as shown figure 13 below. If the co-author is a registered user, the details will be added automatically else If the co-author is not registered, the fields in the figure 14 will show for you to fill the fields with the details of the co-authors and submit. For the next step see **option 9**

AUTHORS
You may optionally add your collaborators.

Primary Contact	Email	First Name	Last Name	Organization	Country
<input checked="" type="radio"/>	ceo@citacghana.com	Kester	Quist-Aphetsi	CRITAC	<input type="text"/> <input type="text"/>

Email **+ Add**

Enter email to add new author.

SUBJECT AREAS
You may select up to 4 secondary subject areas.

PrimarySecondary
Applications of Computing to Natural Sciences IP mobility protocols

Figure 13: Adding co-author to paper details

kester@kester.com **+ Add** User was not found. To add new user, please enter information below and click Add button.

Enter email to add new author.

First Name Last Name Organization

Country/Region **+ Add**

SUBJECT AREAS
You may select up to 4 secondary subject areas.

PrimarySecondary
Applications of Computing to Natural Sciences IP mobility protocols

