

Manual – Author

ABSTRACT PHASE

EPS Electronic Paper System – CIMAC Congress 2019

IMPORTANT: For best experience please work with the following browsers in using this software:
Latest Versions of Mozilla Firefox or Google Chrome and Internet Explorer from 11.0 / Edge.

1) REGISTRATION

Please fill in the registration form and submit. The link to the registration site shall be provided by CIMAC.

Register now

Please use this form to register.

First name *	<input type="text" value="Max"/>
Last name *	<input type="text" value="Mustermann"/>
E-Mail *	<input type="text" value="arndt@etage3.com"/>
E-Mail (rep.) *	<input type="text" value="arndt@etage3.com"/>
<input type="checkbox"/> I've read and hereby accept the data policy of CIMAC *	
<input type="checkbox"/> I've read and hereby accept the copyright assignment *	

Submit

1.1) REGISTRATION CONFIRMATION

A confirmation email shall be sent to the registered email address. Please follow the link to confirm your registration.

We have sent you a confirmation mail. Please confirm your registration by following the link in the mail.

Von: EPS CIMAC [mailto:eps@cimac.com]
Gesendet: Dienstag, 28. April 2015 17:39
An: johndoe@mailaddress.com
Betreff: EPS > Registration

Dear John Doe,

Please confirm your registration by clicking the following link:

http://eps.h2234581.stratoserver.net/register/*/confirm/232cb78b1c0004b319d1bde898993992c9808f9f7d24747f34d20cf78c447013

This is an automatically generated message from the CIMAC Congress EPS.
Please do not reply. In case of any questions, please contact eps@cimac.com.

1.2) COMPLETE YOUR REGISTRATION

After following the link, as a first step to complete your registration, you must choose your personal password.

The screenshot shows a web browser window with the URL `eps.h2763425.stratoserver.net/login`. The page header includes the CIMAC 19 logo and navigation links: Home, Login, and Register. The main heading is 'Login'. Below it, a message states: 'When you are going to log in for the first time as a reviewer, please use the "Forgot Password?" link in order to receive your personal password.' The login form consists of two input fields: 'Username' and 'Password'. Below these fields are a link for 'Forgot Password?' and a blue 'Submit' button.

1.3) PERSONAL DATA

After you have chosen a password, a 'Personal Data' page will be displayed for you to enter your personal details. As soon as you have completed your personal data, you will be guided to the 'Curriculum Vitae' page.

The screenshot shows the 'Personal Data' page of the CIMAC 19 Electronic Paper System. The page has a navigation bar with links: Abstracts, My Authors, Personal data (selected), FAQ, and a user profile icon. The main heading is 'Personal Data'. The form is divided into two columns. The left column lists the fields: Last name, First name, Function *, Company *, Branch *, Street *, Street number *, City *, ZIP Code *, Country *, Phone number *, Mobile number, and E-Mail. The right column contains the corresponding input fields, many of which are pre-filled with the following data: Last name: Kypta, First name: tk, Function: CEO, Company: etage3 design+digital GmbH, Branch: Consultant, Street: Lilistrasse, Street number: 83d, City: Offenbach am Main, ZIP Code: 63067, Country: Germany, Phone number: +49698570840, Mobile number: +491713610334, and E-Mail: tk@kypta.eu. At the bottom of the form, there are two buttons: 'Change Password' and 'Submit'.

CURRICULUM VITAE

Please provide a short and simple 'Curriculum Vitae' in the columns as requested. As soon as you have completed this, you will be granted full access to the EPS.

CIMAC19
CONGRESS
 ELECTRONIC PAPER SYSTEM

Abstracts
 My Authors
 Personal data
 FAQ

Curriculum Vitae

To allow the Session Chair to introduce you suitably to the audience, we would like you to give us a short overview of your curriculum vitae in the given format.

Biography *
For introduction to audience at congress

some words about my professional Live

Career milestones *

Studies
Work
own company
Arts company

Interest to the audience

to much to tell

Change Password

Submit

Note: The legend at the bottom of the page explains the icons you will see during the creation of your abstract and the entire abstract phase.

Legend				
New Message(s)	Edit item	Main Author	No review	In Review
No Messages	Show item	Co-author	Accepted	Needs changes
Show address	Delete		Rejected	

2) ABSTRACTS

Click on the 'ABSTRACTS' (main navigation item on top) to see the status of abstracts which are either submitted or in process. Please click "Create New Abstract" to add your first abstract.

3) ABSTRACT WIZARD

To submit your abstract, you have to follow the Abstract Wizard process. Please note that the process can be interrupted at any step in the Abstract Wizard without any data loss as long as you have saved the changes made. To do so, please click the "Save and continue" button.

3.1) CREATE ABSTRACT

The first step of the Abstract Wizard is to enter the Abstract title and the Abstract text.

Note: In case an abstract is submitted twice, with a changed title and minor modifications of the abstract itself, this will NOT increase your chances to be accepted.



Format * ☒ Presentation  ☐ Poster 

[Back to List](#) [Save and continue](#)

Now please choose the presentation format you prefer. For the Congress technical programme, you can choose between a 'Presentation' or a 'Poster' format. "Save and continue" will take you to the next step.

3.2) SELECT TOPIC

The "Topic" Wizard item allows you to select the Topic you would like to assign your abstract to. Your selection will then be reviewed by our Reviewers team. As an alternative, please specify one or two additional topics for your abstract, when this is applicable.

CIMAC19 ELECTRONIC PAPER SYSTEM [Abstracts](#) [My Authors](#) [Personal data](#) [FAQ](#)  

Changes have been saved successfully.

Create new Abstract

[Abstract](#) [Topic](#) [Authors](#) [Submit](#)

Please select the topic you prefer and would like to assign to your abstract. Your assignment will then be reviewed by our reviewer team. As an alternative, please specify two additional topics for your abstract in case your assignment is rejected by the reviewers.

Topic Selection

Topic *

Alternative topic 1

Alternative topic 2

[Save and continue](#)

Topic Selection

Topic *

Alternative topic 1

Alternative topic 2

- Product Development - Diesel Engines
- Product Development - Gas & Dual Fuel Engines
- Fuel Injection & Gas Admission
- Turbochargers & Air-/Exhaust Management
- Components & Tribology**
- Controls & Automation
- Exhaust Gas Aftertreatment
- Basic Research & Advanced Engineering

Selection of alternative Topics

Topic Selection

Topic *

Alternative topic 1

Alternative topic 2

- Product Development - Diesel Engines
- Product Development - Gas & Dual Fuel Engines
- Fuel Injection & Gas Admission
- Turbochargers & Air-/Exhaust Management
- Components & Tribology
- Controls & Automation
- Exhaust Gas Aftertreatment
- Basic Research & Advanced Engineering

3.3) EDIT AUTHORS

Create new Abstract

Abstract

Topic

Authors

Submit

As the abstract submitter you will be added as the main author automatically. You can add additional authors so called co-authors who will assist you with your abstract. If you have already added additional authors for other abstracts you can use these authors for the current abstract as well. If you delete authors within the Abstract Wizard the author is just deleted in this one. If you want to delete authors completely out of your account please delete at main navigation My Authors

List of Authors

Status	Pos.	Author	E-Mail
	1	Max Mustermann, ABB Turbo Systems	

Add Author

Create New Author

Save and continue

CIMAC19 ELECTRONIC PAPER SYSTEM

Abstracts My Authors Personal data FAQ

Create new Abstract

Abstract

Topic

As the abstract submitter you will be added as the main author automatically. You can add additional authors so called co-authors who will assist you with your abstract. If you have already added additional authors for other abstracts you can use these authors for the current abstract as well. If you delete authors within the Abstract Wizard the author is just deleted in this one. If you want to delete authors completely out of your account please delete at main navigation My Authors

List of Authors

Status	Pos.	Author	E-Mail
	1	Max Mustermann, ABB Turbo Systems	

Create new user

First name *

Surname *

Company *

Country *



E-Mail *

Save

As the abstract applicant, you will be added as the 'Main Author' automatically. In the 'Authors' Wizard you can add additional authors, the 'Co-authors', in case there are more persons involved in the work.

You can create 'Co-authors' and choose them for your current abstract. They can be added and removed for the current abstract here, while the main navigation item on top 'My Authors' is where you can add or remove Co-authors permanently.

List of Authors

Status	Pos.	Author	E-Mail
	1	Max Mustermann, ABB Turbo Systems	

Add Author

Natalia Musterfrau, Musterfirma

Create New Author

Save and continue

Here you see the 'Main Author' assigned to the abstract. You can now add additional co-authors or click on the "Save and continue" button to proceed to the next processing step.

3.4) CHECK DATA

Use the SUBMIT Wizard item to review your data entries in an Abstract Overview. Here you can make corrections, modify entries before you submit your abstract for a final review. Please click on the pencil icon to access the edit mode of the respective entry.

Changes have been saved successfully.

Create new Abstract

Abstract
Topic
Authors
Submit

Please use the Submit for review button to send your final abstract to our reviewing team. In case you need to make some changes in advance please click on the pencil icon in order to access the edit mode of the respective entry. You can take time for your submission. If you are not sure about all your data entry check it come back later and submit when all your data is correct and complete. After submission any further change of your abstract is not possible until the reviewers have evaluated the proposal. If they ask for changes you get access again for further changes.

Abstract Overview

ID	048	
Authors	Max Mustermann	
Topics	1. 06 Controls & Automation 2. 04 Turbochargers & Air-/Exhaust Management	
Abstract Title	Hybrid engine development for multi-fossile liquids combined with e-power	
Abstract Text	About four years. I got tired of hearing how I looked. What's a knock-out like you doing in a computer-generated gin joint like this? Then maybe you should consider this: if anything happens to them, Starfleet is going to want a full investigation. In all trust, there is the possibility for betrayal. When has justice ever been as simple as a rule book? How long can two people talk about nothing? You bet I'm agitated! I may be surrounded by insanity, but I am not insane. Worf, It's better than music. It's jazz. I suggest you drop it, Mr. Data. and attack the Romulans. Is it my imagination, or have tempers become a little frayed on the ship lately? I'll alert the crew. I'll be sure to note that in my log. Maybe if we felt any human loss as keenly as we feel one of those close to us, human history would be far less bloody. Travel time to the nearest starbase? You enjoyed that. Captain, why are we out here chasing comets? Ensign Babyface! Now, how the hell do we defeat an enemy that knows us better than we know ourselves? I've had twelve years to think about it. And if I had it to do over again, I would have grabbed the phaser and pointed it at you instead of them. Some days you get the bear, and some days the bear gets you. Maybe if we felt any human loss as keenly as we feel one of those close to us, human history would be far less bloody.	
Format	Presentation	

Submit for Review

As soon as your data entries are correct and complete, you have the possibility to click the "Submit for Review" button to submit your abstract for a review by the Reviewers. If you are not sure about all your data entries, you may check, verify and come back later to submit your abstract when all everything is OK.

After submission, the following confirmation will be displayed. Any further change of your abstract is not possible until the reviewers have evaluated the abstract. If the Reviewers seek changes in your submission, then the abstract will be unlocked, and you will get access to your abstract text again for further changes.

3.5) ABSTRACT SUBMITTED

Your abstract has been submitted successfully. The “Status” Wizard tab will now display information about the processing status and in case of inquiries by the review team you will receive messages for the respective submitted abstract.

The screenshot shows the 'Abstract submitted' confirmation page in the CIMAC 19 Electronic Paper System. At the top, a green banner states 'Your abstract has been submitted successfully'. Below this, the title 'Abstract submitted' is displayed. A progress bar shows four steps: 'Abstract' (highlighted in orange), 'Topic', 'Authors', and 'Submit'. Under the 'Abstract editor' section, the abstract details are shown in a table-like format:

Abstract Title	Hybrid engine development for multi-fossile liquids combined with e-power
Abstract Text	About four years. I got tired of hearing how I looked. What's a knock-out like you doing in a computer-generated gin joint like this? Then maybe you should consider this: if anything happens to them, Starfleet is going to want a full investigation. In all trust, there is the possibility for be-trayal. When has justice ever been as simple as a rule book? How long can two people talk about nothing? You bet I'm agitated! I may be surrounded by insanity, but I am not insane. Worf, It's better than music. It's jazz. I suggest you drop it, Mr. Data. and attack the Romulans. Is it my imagination, or have tempers become a little frayed on the ship lately? I'll alert the crew. I'll be sure to note that in my log. Maybe if we felt any human loss as keenly as we feel one of those close to us, human history would be far less bloody. Travel time to the nearest starbase? You enjoyed that. Captain, why are we out here chasing comets? Ensign Babyface! Now, how the hell do we defeat an enemy that knows us better than we know ourselves? I've had twelve years to think about it. And if I had it to do over again, I would have grabbed the phaser and pointed it at you instead of them. Some days you get the bear, and some days the bear gets you. Maybe if we felt any human loss as keenly as we feel one of those close to us, human history would be far less bloody.
Format	Presentation

At the bottom left, there is a 'Back to List' button.

After submission, and when you return to the system, the abstracts will be displayed as follows.

The screenshot shows the 'My Abstracts' page in the CIMAC 19 Electronic Paper System. It features a table with the following columns: ID, Status, Title, Format, and Inbox. One abstract is listed:

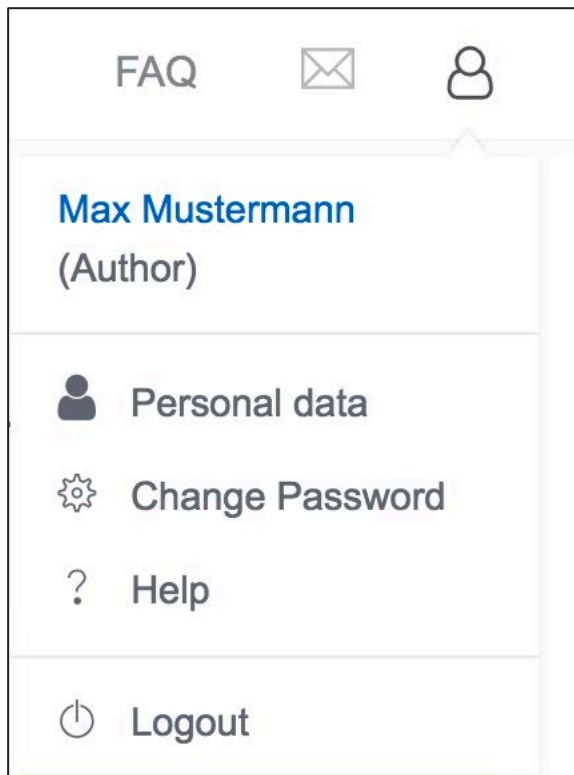
ID	Status	Title	Format	Inbox
048	●	Hybrid engine development for multi-fossile liquids combined with e-power 06 Controls & Automation	Presentation	

At the bottom right, there is a 'Create New Abstract' button.

4) OTHER MAIN MENU ITEMS

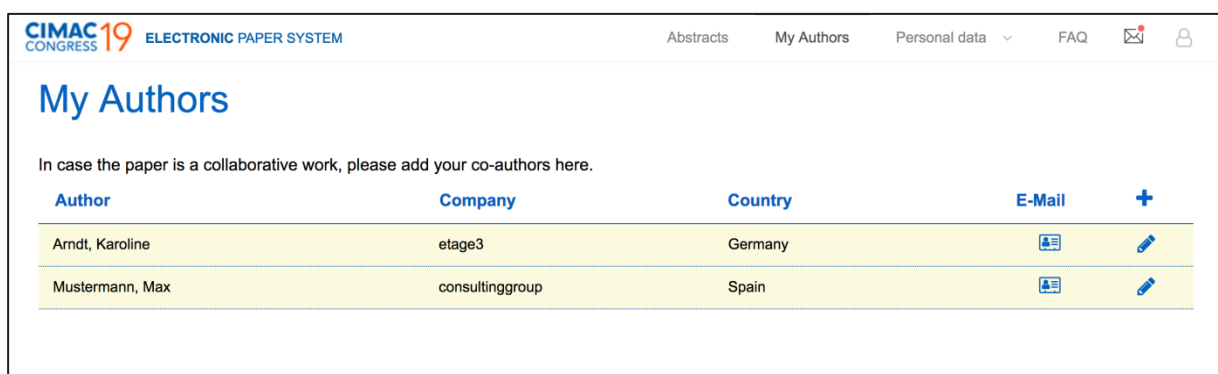
4.0) PERSONAL QUICK LINKS

By clicking on your Members symbol within the navigation on the top right, you can quickly select to LOGOUT, CHANGE PASSWORD or PERSONAL DATA.



4.1) MY AUTHORS

Regardless of the number of abstracts submitted or which abstract is currently in process, this screen will display all your existing Co-authors.



4.2) PERSONAL DATA AND CURRICULUM VITAE

Use this form to change your personal data. Please note that your email address cannot be changed, as your email address is permanently linked to the account. Should you, however, plan to transfer your account to one of your Co-authors, please let us know by sending us an email.

Personal Data

Last name	Mustermann
First name	Max
Function *	<input type="text" value="testuser"/>
Company *	<p>Please note that we offer a list of companies in order to ensure a consistent notation. Fill in your company's name only if it is not offered here</p> <input type="text" value="Musterfirma"/> <div> <input type="text" value="Musterfirma"/> ✕ ▾ </div>
Branch *	<input type="text" value="Consultant"/> ✕ ▾
Street *	<input type="text" value="Musterstraße"/>
Street number *	<input type="text" value="12"/>
City *	<input type="text" value="Frankfurt"/>
ZIP Code *	<input type="text" value="60103"/>
Country *	<input type="text" value="Germany"/> ✕ ▾
Phone number *	<input type="text" value="00496966031234"/>
Mobile number	<input type="text"/>
E-Mail	arndt@etage3.com

Curriculum Vitae

To allow the Session Chair to introduce you suitably to the audience, we would like you to give us a short overview of your curriculum vitae in the given format.

Biography * For introduction to audience at congress	<p>This is a short biography about my worklife</p> <p>lot to tellan academic vita is a summary of your professional training and background it serves much the same purpose as a résumé in the business world. In other words, a vita is an autobiographical account that provides the information on which a preliminary decision is made whether to admit you to a program or hire you for a job. Largely on the basis of your vita -- and the cover letter accompanying its submission -- your application will be rejected outright, put into a doubtful category, or considered worth exploring. If the latter occurs, your vita has succeeded</p>
Career milestones *	<p>studies first job second fine job third job management fourth job entrepreneur</p>
Interest to the audience	<p>my personality ...catching ...</p>

4.3) CHANGE PASSWORD

You can use the “Change Password” option anytime to change your personal password.

Change Password

Please enter your Password two times.

Password *

Password (rep.) *

Submit

This manual has been created carefully and to the best of our knowledge. Should you find that more explanation is required for certain details, please don't hesitate to let us know. We will be more than happy to evaluate your suggestions and, if appropriate, implement these in one of the next revisions of this manual.

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