Procedure for paper submission to IWINAC2013

Step 1. Register as new author
> **Get an account in the submission web application**

Step 2. Register a paper
> **Submit authors data and the PDF file of the paper**

Step 3. View own papers
> **Submit the Latex2e sources of the paper in a compressed file. Latex2e sources are mandatory before acceptation for the publication of the paper in the IWINAC proceedings in the Springer Lecture Notes in Computer Science.**

Detailed instructions

Step 1. Register as new author

In the welcome page of the **ConfMaster application** for the paper submission select "Register as new author".

In the "Register as new author" form you must include the required information. Once submitted the form (with all the fields marked with * filled in), an email will be sent to the email address provided in the form with the password generated by the ConfMaster application. All personal data, the login and the password can be modified later.

With the login and the password, through the welcome page you can access to the start page of ConfMaster application for registering your papers and editing information.

By selecting "Edit user data" it is possible to change contact information, login and the automatically generated password. Please be sure to keep track of your login and password if you choose to change it, because you will not receive a message with your changed data

Step 2. Register a paper

After logging in the ConfMaster application, select the "**Register paper**" option in the start page. In this form you must provide the title of your contribution, the paper type (regular paper or paper for one of the pre-organized sessions), the track (if you prefer oral or poster presentation; note that both kinds of presentations have the same relevance at IWINAC Conference) at least two keywords from the predefined list, the abstract, the authors and their email addresses, and the **PDF format file** (uncompressed) of the paper. Do not forget to check the box agreeing with the obligation for at least one of the authors to attend the conference and present the paper and stating that your paper describes an original research work not previously published.

Once submitted the paper, an email is sent to the authors and the following page is shown in ConfMaster application.

As previously mentioned, Springer requires Latex2e sources for publication of a paper in the Lecture Notes in Computer Science series. Therefore, the submission of a paper is not

completed with the upload of the PDF file, but it is also mandatory the upload of the Latex2e sources. Please follow the instructions in the step 3 next.

It is not necessary for all authors to register as users in the ConfMaster application. Nevertheless, ConfMaster generates an account for each co-author automatically and it sends them an email with a login and a password. The co-authors can activate their own account logging in and completing their personal data.

Step 3. View own papers

In the "View own papers" option you can delete a previously submitted paper, view details of your papers, update and download submitted papers and upload or update the files associated to your papers. Modifiable paper details are its title, paper type, keywords and abstract. It is also possible to add or delete authors, modify the order of authors and change the contact author.

Use the "Upload or update files" option as the procedure to submit the Latex sources of the paper in only one compressed file ("tar+gzip" or ".zip" format) containing all the LATEX2e sources, including images. LATEX2e sources are **mandatory** for the publication of the paper in the IWINAC proceedings in the Springer Lecture Notes in Computer Science. **Please note that source files for each paper must be submitted before acceptation of papers.**