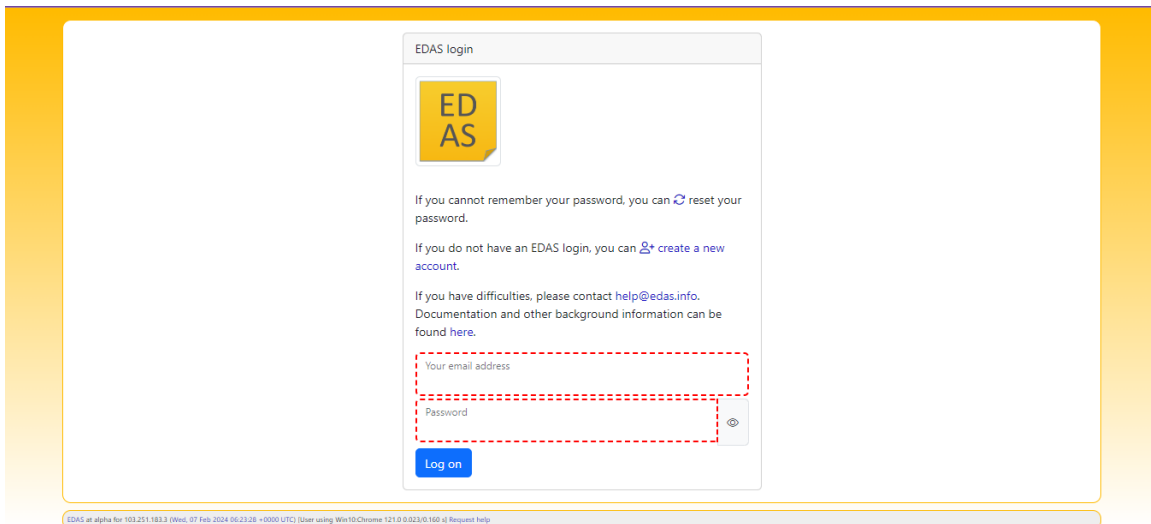
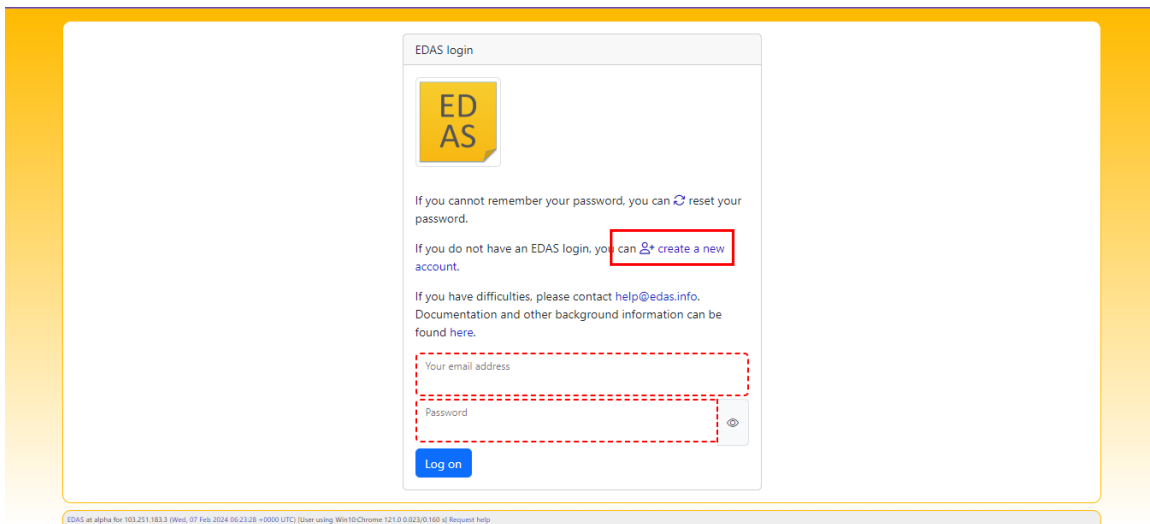


Create EDAS Account Tutorial

1. Open EDAS website <https://www.edas.info/>



2. Click Create new account



3. Input your data; the red box is the important data that you have to input

Create new account
Create a new EDAS account:

Name

Title
-- Choose salutation --

First name (please spell out, i.e., Jane instead of J.)

Middle initial, if any

Last name (mixed case, i.e., Smith instead of SMITH)

Suffix, such as Jr., Sr., or III (not Dr. or Prof.)

Affiliation

Status (for statistics and registration options)
-- Invalid --

Current affiliation (e.g., University of Testing) or none - do NOT include school, department, street address or country

Additional affiliations (e.g., XYZ Company)

Country of second affiliation, if different (rarely used)

Job title (e.g., Associate Professor, Senior Wizard, Research assistant)

Department

Mailing address

Room

Street address

P.O. box

City

If US or Australia, state; if Canada, province (leave empty or use "n/a" if elsewhere)

If outside Australia, Canada or US, province or region

Postal (zip) code, if applicable

Country (of current residence or affiliation)
Indonesia

Country of citizenship (optional)
-- NOT SPECIFIED --

VAT or other tax identifier, for receipts

Brief biography (optional)

Brief bio

Contact information

Please use a university, corporate, government, IEEE or ACM email address. Anonymous email addresses may delay creation of the account.

Email address (if possible, a university, corporate, government, ACM or IEEE address)

1st alternate email address (optional: used for searching and if main email address fails)

2nd alternate email address (optional: used for searching and if main email address fails)

3rd alternate email address (optional: used for searching and if main email address fails)

Phone number (written as +1 900 555 1212 or +1 900 555 1212 x17)

Mobile phone number (written as +1 900 555 1212)

Web pages

URL of personal home page (including http:// or https://)

Annotations:

- Must be filled
- Write your first name, don't use any symbol
- Write your last name, don't write in UPPERCASE
- Choose based on your profession
- University or Institution name must be capitalize each word
- (Optional) Fill for second affiliation or leave empty
- (Optional) Room number or home number
- (Optional) Street address
- (Optional) PO Box
- (Optional) City of current residence or affiliation
- (Optional) Fill if you stay in US/Australia/Canada. For other country just Leave Empty or use n/a
- (Optional) If you stay outside US/Australia/Canada fill your province
- Choose your country of residence or affiliation
- You can leave empty
- Work or school email preferred

URL of institutional (university, company, government agency) web page (including http:// or https://)

dbip home page (https://dbip.org/pid/... or just the PID)

ORCID identifier

Emergency contact information (used for conference attendees)

Emergency contact name (while attending conferences)

Emergency contact phone (while attending conferences: written as +1 900 555 1212)

Miscellaneous

Preferred time zone for deadlines and virtual conferences
Asia: Jakarta (WIB)

Dietary constraints (for conferences and TPC meetings)

Special needs & diet

Wheel chair Audio Video Vegetarian

Other special needs

Shirt size
not specified

Statistical information

Gender (for statistics)
not specified or decline to state

I consent to the EDAS privacy policies

Add this person

Fill the URL of Institution if you don't use Institution email

4. Click Add this person button (don't forget to check on the EDAS privacy policies)

Statistical information

Gender (for statistics)
not specified or decline to state

I consent to the EDAS privacy policies

Add this person

Check the box

5. You will get the verification link in your email
6. Follow the link and set your password

SUBMIT PAPER

1. Go to submit paper

The screenshot shows the top navigation bar with the following items: Home, **Submit paper** (highlighted with a red box), Travel grants, Register, My..., and Help. Below the navigation bar, the main content area is titled "EDAS Conference and Journal Management System". It includes a sub-header "Click on the menu items above to submit and review papers." and two information boxes: "Papers in which languages can you review?" and "Your personalized list of conflicts-of-interest have not been updated in the last year. (Persons with conflicts-of-interest are those who should not review papers of yours, e.g., because collaborators, former PhD students or work in the same institution.)". At the bottom of this section, there is a link for "Chairing and editing for active conferences and journals".

2. Search the conference name

The screenshot shows the "Conferences accepting submissions" section. A search bar is highlighted with a red box, containing the text "ICGP". Below the search bar is a table of conferences. The table has the following columns: Area, Conference, Name, Home page, Details, Where & When, Latest deadline (show in other time zones), and Submit. The table lists several conferences, including the 14th ICEENG 2024, 17th IEEE MCSoc-2024, 2024 4th ICSINTESA, 2024 AEIT, 2024 EuCNC & 6G Summit, and 2024 EuCNC & 6G Summit - AIU.

Area	Conference	Name	Home page, Details	Where & When	Latest deadline (show in other time zones)	Submit
Electrical engineering	14th ICEENG 2024	2024 14th International Conference on Electrical Engineering (ICEENG)	Home page, Details	Cairo, Egypt May 21, 2024	Feb 16, 2024 18:59 Asia/Jakarta - Feb 24, 2024 18:59 Asia/Jakarta	Submit
Communications, Computer architecture	17th IEEE MCSoc-2024	17th IEEE International Symposium on Embedded Multicore/Manycore SoCs (MCSoc-2024)	Home page, Details	Kuala Lumpur, Malaysia Dec 16, 2024	May 1, 2024 18:59 Asia/Jakarta	Submit
Artificial intelligence, Computer networks, Computer networks - applications, Computer vision, Electrical and computer engineering, Multimedia, Neural networks, Wireless communications	2024 4th ICSINTESA	2024 International Conference of Science and Information Technology in Smart Administration (ICSINTESA)	Home page, Details	Baliapapan, Indonesia Jul 12, 2024	Feb 24, 2024 23:59 Asia/Jakarta	Submit
Computing & Communications, Electrical & Power Engineering, Electrical and computer engineering, Electrical engineering, Energy, Powerline transmission, Sensors, System engineering	2024 AEIT	2024 AEIT International Annual Conference	Home page, Details	Rome, Italy Sep 25, 2024	Apr 16, 2024 10:59 Asia/Jakarta	Submit
Communications, Computer networks, Radio communications, Satellite and space communications, Wireless communications	2024 EuCNC & 6G Summit	2024 European Conference on Networks and Communications & 6G Summit	Home page, Details	Antwerp, Belgium Jun 3, 2024	Feb 18, 2024 06:00 Asia/Jakarta - Apr 17, 2024 14:00 Asia/Jakarta	Submit
Communications, Computer networks, Radio communications, Satellite and space communications, Wireless communications	2024 EuCNC & 6G Summit - AIU	2024 European Conference on Networks and Communications & 6G Summit (EuCNC/6G-Summit: Applications, IoT, Use cases (AIU))	Home page, Details	Antwerp, Belgium Jun 3, 2024	Feb 19, 2024 05:59 Asia/Jakarta	Submit
Communications, Computer networks, Radio communications, Satellite and space communications, Wireless communications	2024 EuCNC & 6G Summit - OMA	2024 European Conference on Networks and Communications & 6G Summit (EuCNC/6G-Summit: Components, Microelectronics & Antennas (OMA))	Home page, Details	Antwerp, Belgium Jun 3, 2024	Feb 19, 2024 05:59 Asia/Jakarta	Submit
Communications, Computer networks, Radio communications, Satellite and space communications, Wireless communications	2024 EuCNC & 6G Summit	2024 European Conference on Networks and Communications & 6G Summit	Home page, Details	Antwerp, Belgium Jun 3, 2024	Feb 19, 2024 05:59 Asia/Jakarta	Submit

3. Click [+](#) button to submit your paper at the conference

The screenshot shows the search results for the "ICGP 2024" conference. The search bar contains "ICGP". The table below shows the search results. The "Submit" button in the last column of the table is highlighted with a red box.

Area	Conference	Name	Home page, Details	Where & When	Latest deadline (show in other time zones)	Submit
Public Health	ICGP 2024	1st International Conference on Government and Publics 2024 (ICGP)	Home page, Details	Hybrid, Indonesia Aug 7, 2024	Feb 23, 2024 18:59 Asia/Jakarta	Submit

4. You will see the available track. Choose one of the track.

[Register a paper for 1st International Conference on Government and Politics 2024 \(ICGP\)](#)
Click on the name of the track to submit a paper; tracks without links are not accepting submissions at this time.

i Chairs can submit papers to any track at any time and thus see all tracks below. Regular authors only see tracks allowing paper registration.

Register paper by **Feb 25, 2024 18:59 Asia/Jakarta**
Review manuscript deadline **Feb 29, 2024 18:59 Asia/Jakarta**

Conference	Track (submit paper)
ICGP 2024	Data Analytics and Decision Making
ICGP 2024	Ecology - Management Intelegent Ecology System
ICGP 2024	Global Data Governance
ICGP 2024	Government's Use of Big Data And AI Application
ICGP 2024	SDG's Alignment and Impact Assesment

5. Fill the meta data of your papers.

[Register a paper for 1st International Conference on Government and Politics 2024 \(ICGP\): Data Analytics and Decision Making](#)

1 Register paper 2 Add authors 3 Upload Review manuscript

All submitted papers should be in PDF form and are limited to a maximum length of 6 pages (A4 size, single space, Times Roman of font size 10, two columns format), including figures, tables and references. The authors must not indicate their names and affiliations in the body of the paper submitted. The authors only give their personal information during online submission. It is recommended to use the template available from the website. Manuscripts should not contain page numbers, headers or footers.

i Since you are a chair for this conference, the category setting is optional and other submission restrictions do not apply.

Title of paper

Keyword 1 (optional)

Keyword 2 (optional)

Keyword 3 (optional)

Paper abstract (between 20 and 250 words) [length not checked, since you are chair]

Topics (choose between 1 and 3) [Any number since you are chair.]

Data Analytics and Decision Making

Papers solicited are original works and have never been presented elsewhere or follows the guidelines of IEEE.

Note that oral, poster and student papers are equally treated in terms of quality.

Ignore paper title and abstract problems

Add yourself as author

Register paper

Register paper

All submitted papers should be in PDF form and are limited to a maximum length of 6 pages (A4 size, single space) for the paper submitted. The authors only give their personal information during online submission. It is recommended to use a PDF editor to format the paper.

Since you are a chair for this conference, the category setting is optional and other submission restrictions do not apply.

Title of paper

Keyword 1 (optional)

Keyword 2 (optional)

Keyword 3 (optional)

Paper abstract (between 20 and 250 words) [length not checked, since you are chair]

Topics (choose between 1 and 3) [Any number since you are chair.]

Data Analytics and Decision Making

Papers solicited are original works and have never been presented elsewhere or follows the guidelines of IEEE. Note that oral, poster and student papers are equally treated in terms of quality.

Ignore paper title and abstract problems

Add yourself as author

Register paper

Fill the title of paper

Fill the paper keyword

Fill the abstract

6. Before you click the register button make sure to choose the topic.

Topics (choose between 1 and 3)

Data Analytics and Decision Making **Choose the topic**

Papers solicited are original works and have never been presented elsewhere or follows the guidelines of IEEE. **Must be checked**
Note that oral, poster and student papers are equally treated in terms of quality.

Ignore paper title and abstract problems

Add yourself as author

Register paper

7. Add other author to your paper data

Register paper Add authors Upload Review manuscript

All authors must be added to the paper record. You can add authors, add topics or upload the manuscript.

✓ A confirmation email was sent to cc.

Hide details

🗨️ 🗑️ 🔄 📄 📄 📄

	Author name	Author affiliation (edit for paper)	Author email	Email	Delete
Authors	Masayu Alya Nuraini	Universitas Muhammadiyah Yogyakarta, Indonesia	masayualyanuraini@gmail.com	✉️	🗑️

Paper title *Testing paper for ICOSI 2024*

Conference and track

Abstract I want to test the EDAS system to register my paper. This paper test is for EDAS submission...

Keywords Register, Paper

Topics Machine learning in data science

Notes

Personal notes

✓ Add author to #1570999439: Testing paper for ICOSI 2024

Register paper Add authors Upload Review manuscript

Name or email address or EDAS ID

... or select from co-author list
-- select from co-authors --

Add author

Enter the author name or institution email

Optional select author from EDAS co-author list

EDAS at foxtrof for 103.251.183.3 (Sat, 17 Feb 2024 17:10:53 +0700 WIB) [User 2015438 using AndroidHuaweiBrowser 0.0.0.091/0.727 s] Request help

8. Add manually the author who doesn't have EDAS account

Add author to #1570999439: Testing paper for ICOSI 2024

Register paper | Add authors | Upload Review manuscript

Title: -- choose salutation -- Choose the author salutation

First name (please spell out, i.e., Jane instead of J.) Write your first name, don't use any symbol

Middle initial, if any

Last name (mixed case, i.e., Smith instead of SMITH) Write your last name, don't write in UPPERCASE

Affiliation University or Institution name must be capitalizing each word

Department

URL of institutional (university, company, government agency) web page (including http:// or https://) Fill the URL of Institution if you don't use Institution email

Country: Indonesia Choose your affiliation country

Email address Work or school email preferred

Status: -- invalid -- Choose based on your profession

Add this person

Author name	Author affiliation (edit for paper)	Author email	Email	Delete
Masayu Alya Nuraini	Universitas Muhammadiyah Yogyakarta, Indonesia	masayualyanuraini@gmail.com		

You can add another author or upload the manuscript.

EDAS at delta for 103.251.182.126 (Sat, 17 Feb 2024 17:10:09 +0700 WIB) [User: 2015438 using Android/HuaweiBrowser 0.0.0.127/0.587 x] Request help

9. Then upload your review manuscript (must be a full paper). Please follow the request file format

Register paper | Add authors | Upload Review manuscript

All submitted papers should be in PDF form and are limited to a maximum length of 6 pages (A4 size, single space, Times Roman of font size 10, two columns format), including figures, tables and references. The authors must not indicate their names and affiliations in the body of the paper submitted. The authors only give their personal information during online submission. It is recommended to use the template available from the website. Manuscripts should not contain page numbers, headers or footers.

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The Review manuscript you are uploading should not be longer than 6 pages.

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