Submitting a paper

1) Click "Submit a paper for the conference"
2) Add paper title, then click "save". Following this step, you will see that your paper has been created and that you are listed as an author, along with an asterisk next to your name. This indicates that you are currently listed as the presenting author. Before submission is finished, steps 2-4 needs to be completed.
3) Click on "2 Edit authors". Here, you add the name(s) of your co-authors, followed by clicking the question mark. If the co-author already exists in the system, you will be prompted to confirm that is refers to the correct person (please double check that the e-mail address is current). If the person is not in the system, you will be asked to add the colleague's email address. When you are done, click "save".
4) Now, click "3 Edit abstract" and enter your abstract of up to 300 words. After this, click "save"
5) Click "4 Select sessions". Next to "1st choice", click "Select". Here you will see all the networks. Under some of the networks, predetermined topics have been uploaded. If you feel that your paper is a good fit for such a session, go ahead and click on that topic, and it will become your first selection. If you want to make a second choice, repeat the procedure. Note that submissions that are not intended for a specific session should be submitted to the X99 session under each respective network.
   Lastly, select whether you would be interested in presenting your work as a poster, should it not be accepted to a regular session.
   Click "save" and you will return to the main dashboard of your submission.
6) *Optionally, you may also upload an extended abstract or the full paper under "5 Upload paper". This functionality will, however, mainly be used right before the conference to make your paper available to the discussant.*
7) Note that the box in the center of the submission dashboard has turned green, indicating that your submission is complete. At this point, you may either return to the main switchboard (if you wish to submit another paper or session) or log out.