

## Paper submission process to the GLOBCER using Microsoft Conference Management Toolkit (CMT)

### 1. Paper Submission button

Click button on <u>https://www.globcer.org/submission</u> GLOBCER web site,

or click the link.

 $\underline{https://cmt3.research.microsoft.com/GLOBCER2021}$ 

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# 2. Log In CMT

If you don't have an account, click "**Register**" link.

If you have an account, log in and go to step **5**.

Microsoft CMT
Email
Email
Value is required.
Password
Password
Value is required.
Log In
Forgot your password? New to CMT1 Register
GLOBAL CONFERENCE ON ENGINEERING RESEARCH

# 3. Creating an account

Fill the required areas, especially star (\*) signed ones which are mandatory.

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#### 4. Verification of the created account and logging in

You will see the "Welcome to CMT" page below after creating account.

#### Welcome to CMT !

Login

Registration

Your account globcer22@gmail.com has been registered, please verify it by clicking the activation link that has been sent to this email address.

#### If you do not receive the activation link

If you do not receive our mail to activate account, the following are some of the possible reasons for the problem 1. You typed in an incorrect email address.

#### Slow mail processing at your email servel Your mailbox has exceeded quota.

Your mailbox has exceeded quota.
 Spam filters configured at your mailbox or email server have marked the email as spam

Span mere connection issue with your email server.

Reset Pas

CMT could not address issues related to your mailbox or mail server. You could probably try to use an email account such as Hotmail, Outlook, Gmail, or Yahool Mail. You will be able to change email address with your account later.

### Open your mailbox and click the link to complete email verification.

🗌 🛧 Microsoft CMT Account Verification - Hello Global, Please click the following link to complete email verification... 23:57

### Click "Login" from menu bar and go to "Login" page.

Login Registration Reset Password

# Account Verification

Hello Global, your account globcer22@gmail.com has been verified, click here to log into CMT.

#### Use Email and Password that you created before.



## 5. Finding GLOBCER

Click "All Conferences" tab (1), write GLOBCER in the search box (2) and click the name of conference (3) and open "Author Console" page.

	Conferences				Global Conference -
С	onference List	1			2
	My Conferences (0)	All Conferences			GLOBCER
N	ame	3	Start Date	Location	External URL
G	LOBAL CONFERENCE OF	N ENGINEERING RESEARCH	6/2/2021	ISTANBUL, TURKEY	http://www.globcer.org

### 6. Starting new submission

Click the "**New Submission**" button in Author Console page. Be careful with being corrected **Role**, **Conference** and **Username** areas. Username must be your username. Here is *Global Conference*.

Submissions	Hel	p Center - Select Your Role : Author	GLOBCER2021      Global Conference
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# 7. Creating New Submission

Follow the figure below step by step with your own selections and inputs.

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## 8. Submission Summary

You will see a summary at the end of submission including information about Paper ID, Paper Title, Creation and Modification date, Authors, Subject Area, Files etc.

Submission Summary	
Conference Name GLOBAL CONFERENCE ON ENGINEERING RESEARCH	Email 🕶
Paper ID 1	
Paper Title Global Researches in Biomechatronics	
Created on 29.12.2020 00:32:15	
Last Modified 29.12.2020 00:32:15	
Authors Global Conference (Engineering Research) < globcer22@gmail.com>	
Primary Subject Area Mechatronic & Robotic Engineering	
Submission Files         paper.docx (109.9 Kb, 29.12.2020 00:32:02)	
Submission Questions Response 1. Paper Type Please Specify the Type of the Paper	
Full Text	
2. Presentation Language Please indicate the presentation language	
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3. Publication Type Where do you want your paper to be published?	
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4. Phone Number In order to sendt the presentation link, we need your phone number	
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5. Agreement Do you agree to submit your work?	
Agreement accepted	

Edit Submission

Back to Author Console