

QUICK START GUIDE FOR UPLOADING PAPERS IN COCUS

1. Register for a Cocus account

- a. Visit <http://cocus.eu> to register. Upon registering, a password will be emailed to you.

The screenshot shows the registration page for Cocus. At the top, there are navigation links: Home page, Manual, and FAQ. On the right, there are links for Register and Login. The main heading is "Register a new user". Below this, a note states "Fields marked with (*) are mandatory". The form includes the following fields: E-Mail (with a placeholder "thisisyouremail@email.com"), First name (with a placeholder "Yourname"), Surname (with a placeholder "Yourname"), Middle Initials (empty), Organization (with a placeholder "your university or organization name"), Address (with a placeholder "address"), City (with a placeholder "city"), Country (a dropdown menu set to "United States of America"), and Phone (with a placeholder "telephone"). A Privacy section contains a text box with a disclaimer: "Thank you for your interest in CREATE-NET conferences. CREATE-NET will process your personal data, fairly and lawfully by the use of paper, computer or data transmission means, by the use of safety measures which guarantee the confidentiality of the data and avoid the unlawful access of third parties or unauthorized personnel. Your personal data will be processed on the basis of the Personal Data Protection Code (Italian Law Decree No. 196 of 30 June 2003) for CREATE-NET internal use only." Below the privacy text are two checkboxes: "Please inform me about the latest research news and conference activities of CREATE-NET" (unchecked) and "I accept terms and conditions" (checked). At the bottom of the form is a button labeled "I Agree. Please create my Account."

2. Login

- a. Once registered, you can login at: <http://cocus.eu> and on the top right click Login.

The screenshot shows the login page for Cocus. At the top, there are navigation links: Home page, Manual, and FAQ. On the right, there are links for Register and Login. The main heading is "Sign In". Below this, a note states "Your browser must accept cookies in order to register or login at COCUS and must support Javascript and have it enabled to view our site". The form includes the following fields: Email (with a placeholder "youremail@email.com") and Password (with a placeholder "*****"). Below the password field is a button labeled "Login". At the bottom of the form are two links: "Lost Password" and "Register".

3. Submit Paper

- a. Upon a successful login, you will see the Main Interface. Click on 'Submit paper'.

The screenshot shows the user interface for Cocus. At the top, there are navigation links: Home page, Submit paper, Create a new Event, Help, Manual, and FAQ. On the right, there are links for Account and Logout. The main heading is "User's Home". Below this, there are three links: "My Conferences", "My Papers", and "My Reviews".

- b. You will see the list of current conferences in Cocus that are still open for submissions. Click on ‘**Submit a paper**’, next to the conference to which you wish to submit your paper.

Conference	Full name	Submission deadline	Submission	PACK
Broadnets 2006 General	Broadnets 2006 General Symposium From 01/10/2006 to 05/10/2006	31/01/2006 0:00(CET)	Submit a paper	Subscribe
Broadnets 2006 Wireless	Broadnets 2006 Wireless Communications, Networks, and Systems Symposium From 01/10/2006 to 05/10/2006	31/01/2006 0:00(CET)	Submit a paper	Subscribe
Broadnets 2006 Optical	Broadnets 2006 Optical Communications, Networks and Systems Symposium From 01/10/2006 to 05/10/2006	28/02/2006 0:00(CET)	Submit a paper	Subscribe
Inter-Perf	Workshop on interdisciplinary systems approach in performance evaluation and design of computer & co	10/04/2006 0:00(CET)	Submit a paper	Subscribe

- c. On the next screen, you will see the conference information and a link to submit your paper. Click on this link.

Acronym: WisCan
 Title: Wireless Canada Conference
 URL: <http://www.wiscan.org>
 Conference E-Mail: info@icst.org
 Paper submission deadline: 12/08/2007 0:00
 Camera Ready submission deadline: 12/12/2007
 Conference start date: 20/01/2008
 Conference end date: 22/01/2008
 Paper registration status: **Open**
 Paper submission status: **Open**
 Camera ready submission status: **Open**
 Review submission status: **Open**
[Submit a paper](#)

Templates:		
IEEEtran	IEEEtran	Download
IEEEtranBST	IEEEtranBST	Download
Incss2e	Incss2e	Download

- d. Select the paper type you wish to submit.

Type of submission (Step 1 of 3):

Full Paper
This is a full paper for the conference

Short Paper
This is a short paper for the conference

Invited Paper
This is an invited paper for the conference

Extended Abstract
This is an extended abstract for the conference

[Next >>>](#)

- e. Enter the title, abstract and topic information for your paper, and click ‘**Next**’.

- f. On the next screen you will see the information you have just entered. Verify it, and if correct, click on **‘Submit’**. If the information is not correct, click on the Back button of your browser and go back to the previous screen.

Home page | Submit paper | Create a new Event | Help | Manual | FAQ | cocusadmin@icst.org | Account | Logout

Logg

WisCan (author)
Leave the conference
RSS

User's Home

My Conferences
My Papers

.: Paper registration .:

Summary (Step 3 of 3):

Paper Title: lorem ipsum
Administrator: ICST

Abstract:
This is the abstract text. lorem ipsum.lorem ipsum.lorem ipsum.lorem ipsum.

Topics: Wireless Networks

Submit

- g. The next screen will show you information about the abstract you uploaded, its status, and more. From this screen, you can modify the details of your submission, add or remove authors, and more.

Home page | Submit paper | Create a new Event | Help | Manual | FAQ | cocusadmin@icst.org | Account | Logout

User's Home

My Conferences
My Papers
My Reviews

.: Submitted Papers .:

Paper registered with success

In order to submit a paper, please select an event by clicking "events" list" on the horizontal navigation bar and then use the link "Submit a paper".

Download document, Edit submission, Submission details, Remove submission

Id	Actions	Conference/Title	Status
#3275		Paper Title lorem ipsum Wireless Canada Conference (WisCan) Submit date: 16/09/2006 21:17	Status: Under review Manuscript: Submit

- h. On the same screen, click on **‘Submit’**, next to Manuscript on the right side, to upload your paper.

Home page | Submit paper | Create a new Event | Help | Manual | FAQ | cocusadmin@icst.org | Account | Logout

Logg

WisCan (author)
Leave the conference
RSS

User's Home

My Conferences
My Papers

.: Manuscript Submission .:

Manuscript submission:

test
Administrator: ICST

Abstract:
test2

Topics: Wireless Networks

Manuscript:

Allowed types: MsWord (doc) Acrobat (pdf) PostScript (ps)

Submit

- i. Click on **‘Browse’** and find your document on the computer, then click **‘Submit’**.
- j. You will be taken back to the main page of your paper upload status. From here, you can upload an updated version of manuscript at any time.

Home page | [Submit paper](#) | [Create a new Event](#) | [Help](#) | [Manual](#) | [FAQ](#) cocusadmin@icst.org | [Account](#) | [Logout](#)

[Log](#)

WisCan (author)
[Leave the conference](#)
[RSS](#)

[User's Home](#)

My Conferences
My Papers

.: Submitted Papers .:

Manuscript submitted with success

In order to submit a paper, please select an event by clicking "events' list" on the horizontal navigation bar and then use the link "Submit a paper".

Download document,
 Edit submission,
 Submission details,
 Remove submission

Id	Actions	Conference/Title	Status
#3277		test <i>Wireless Canada Conference (WisCan)</i> Submit date: 16/09/2006 22:03	Status: Under review Manuscript: Submitted (Update) Last Update: 16/09/2006 22:05