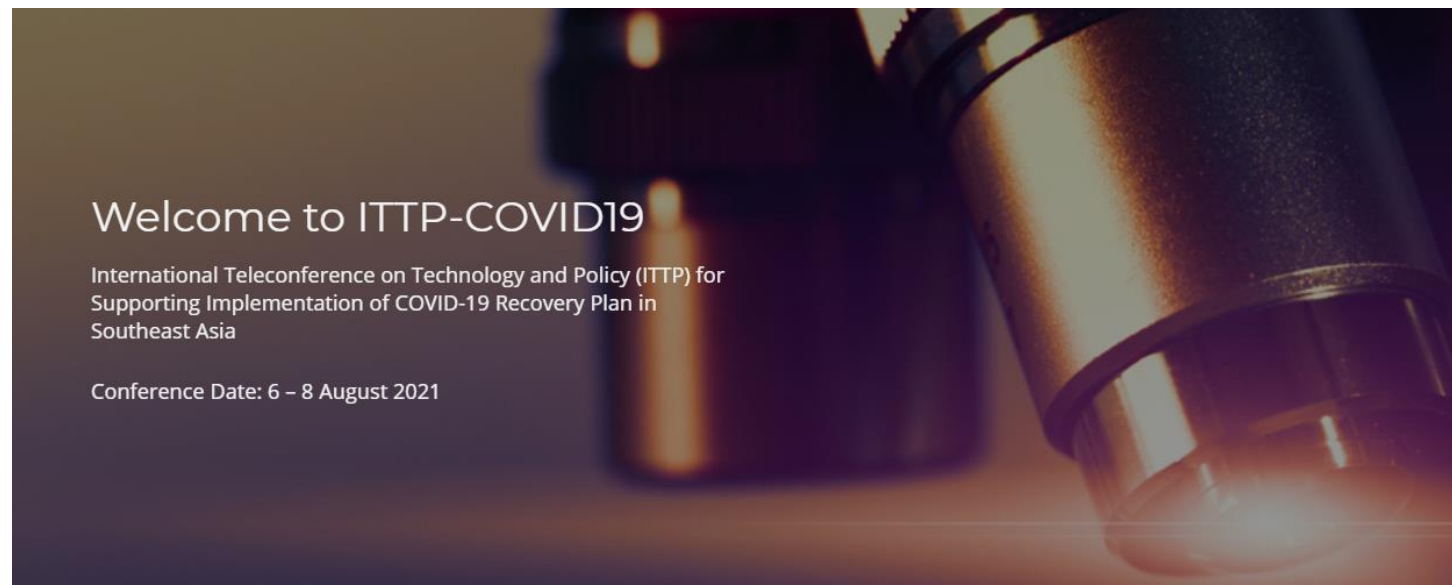


User Manual for ITTP-COVID19 Account Registration & Paper Submission



Overview:

1. Paper Submission to this conference can be submitted through the ITTP-COVID19 submission website platform
2. You need to register first before able to submit your paper
3. User can register the ITTP-COVID19 account through website or mobile app. Registered user can use the same email and password at both ITTP-COVID19 website and mobile app
4. Registered user can access the paper submission menu through ITTP-COVID19 website, "Submission".

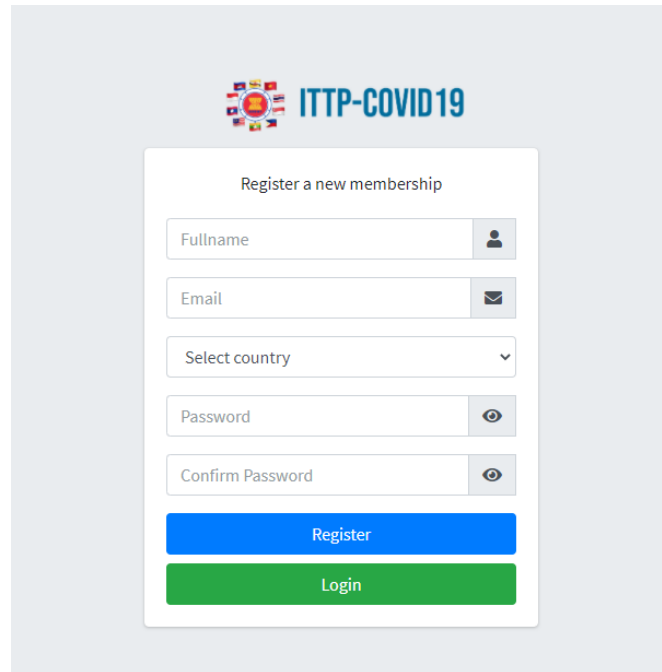
User Guideline:

- 1.0 How to Register Account through ITTP-COVID19 Website**
- 2.0 How to Register Account through ITTP-COVID19 Mobile App (Android user only)**
- 3.0 How to Submit your Paper**



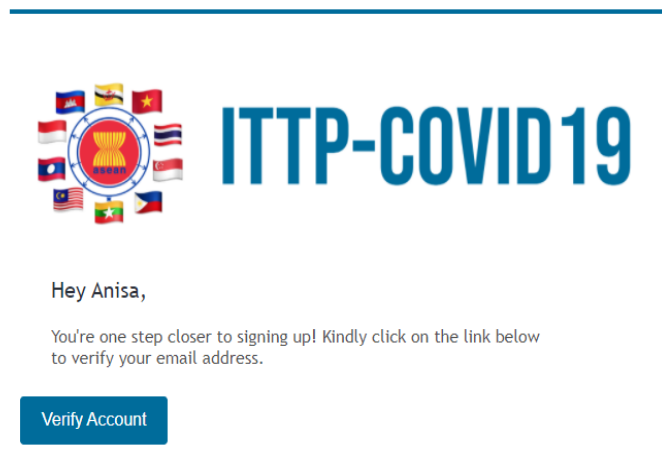
1.0 How to Register Account using ITTP-COVID19 Website

- Click this link <https://ittpcovid19.net/site/register> and fill up the form below.



The screenshot shows the ITTP-COVID19 registration page. At the top, there is a logo with flags and the text "ITTP-COVID19". Below the logo is a white box titled "Register a new membership". Inside this box, there are five input fields: "Fullname" with a person icon, "Email" with an envelope icon, "Select country" with a dropdown arrow, "Password" with an eye icon, and "Confirm Password" with an eye icon. At the bottom of the box are two buttons: a blue "Register" button and a green "Login" button.

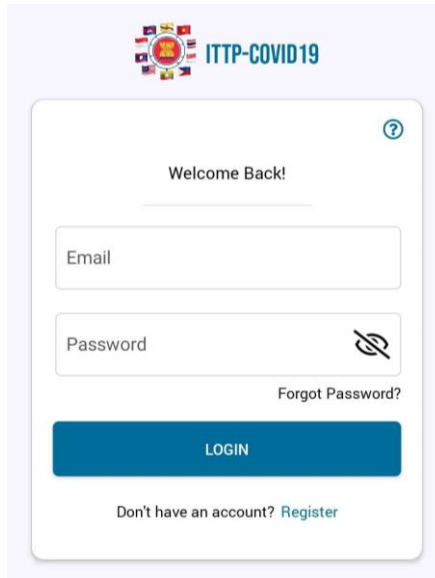
- Check your email and please click button 'Verify Account'. If there is no email received in your inbox, kindly check your spam folder.



- After verification, login to your ITTP account at <https://ittpcovid19.net/site/login> using your registered email and password.

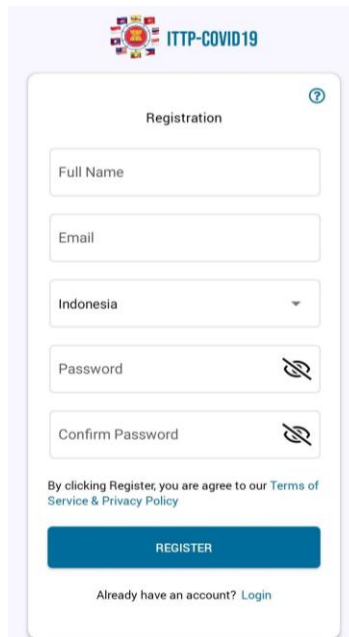
2.0 How to Register Account using ITTP-COVID19 Mobile App

- Download Apps on Playstore or click this link [ITTP - Apps on Google Play](#)



The screenshot shows the login interface of the ITTP-COVID19 mobile app. At the top, there is a logo with flags and the text "ITTP-COVID19". Below the logo, the text "Welcome Back!" is displayed. There are two input fields: "Email" and "Password". The "Password" field has an eye icon to toggle visibility. Below the password field is a link "Forgot Password?". A blue "LOGIN" button is centered below the fields. At the bottom, there is a link "Don't have an account? Register".

- Click 'Register' then fill up the form.

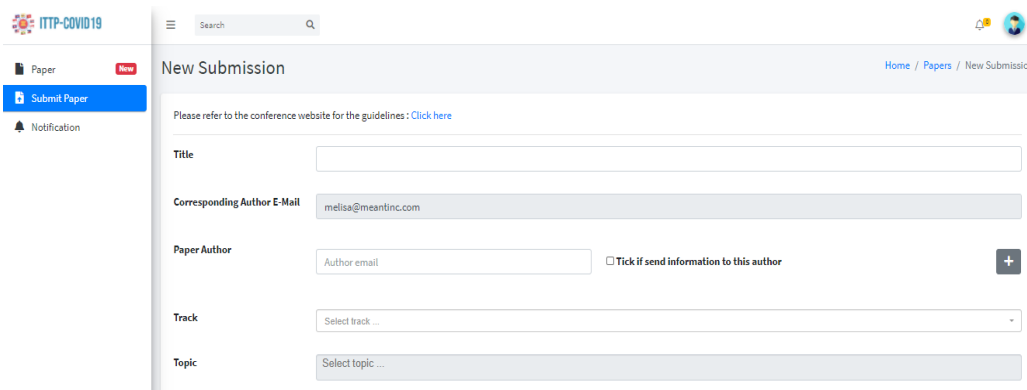


The screenshot shows the registration interface of the ITTP-COVID19 mobile app. At the top, there is a logo with flags and the text "ITTP-COVID19". Below the logo, the text "Registration" is displayed. There are four input fields: "Full Name", "Email", "Password", and "Confirm Password". The "Password" and "Confirm Password" fields have eye icons to toggle visibility. Below the "Confirm Password" field is a link "By clicking Register, you are agree to our Terms of Service & Privacy Policy". A blue "REGISTER" button is centered below the fields. At the bottom, there is a link "Already have an account? Login".

- Check your email and please click 'Verify Account' button then login to the apps using your email and password. If there is no email received in your inbox, kindly check your spam folder.

3.0 Submit Paper by Author

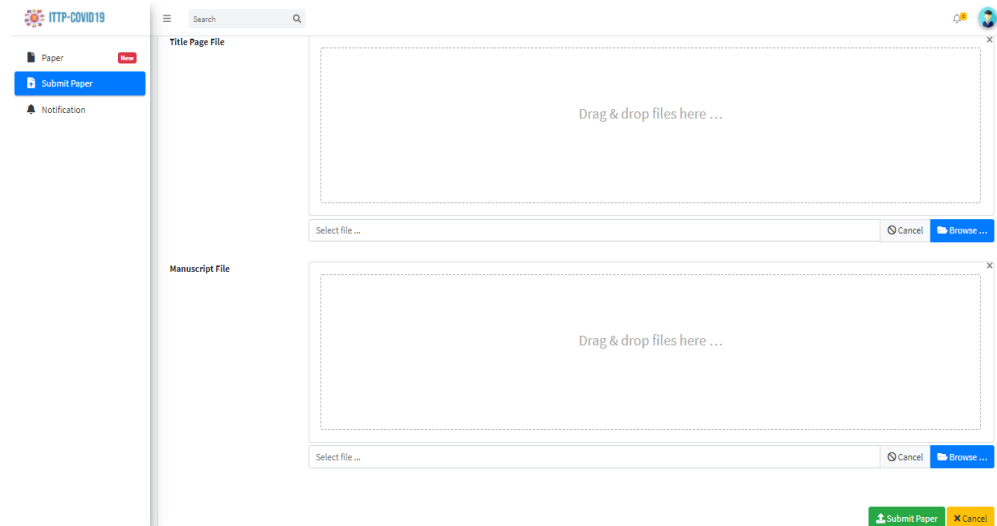
1. Login to your ITTP-COVID19 account or create a new account. Click this link <https://ittpcovid19.net/site/login>
2. Click the “Submit Paper” Button at the left sidebar.



The screenshot shows the 'New Submission' page on the ITTP-COVID19 website. The left sidebar contains a 'Paper' menu with a 'New' badge, a 'Submit Paper' button, and a 'Notification' icon. The main content area is titled 'New Submission' and includes a search bar, a user profile icon, and a breadcrumb trail 'Home / Papers / New Submission'. Below the title, there is a link to 'Click here' for guidelines. The form fields are: 'Title' (text input), 'Corresponding Author E-Mail' (text input with 'melisa@meantinc.com'), 'Paper Author' (text input with 'Author email' and a checkbox for 'Tick if send information to this author'), 'Track' (dropdown menu with 'Select track ...'), and 'Topic' (text input with 'Select topic ...').

3. Fill up form
 - a. Please enter your paper title in the Title.
 - b. Input additional Paper author if you have more than one author
 - c. You can choose to also let your co-author received information on the submitted paper by tick the box '**tick if send information to this author**'.

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4. Upload your Title Page file (Extended Abstract with author's name) and manuscript file (Extended Abstract without author's name).
5. Template for the extended abstract can be downloaded from the website under "Author Guidelines" menu
6. Click "Submit Paper" Button once upload Done
7. You will receive email notification in your email. Kindly check your email.
8. We will notify you through the website, mobile apps and also email for the acceptance or rejection of your submitted paper.