

# Insight International Research Conference-2025



## User guide for Submission of Extended Abstracts

Follow the steps below to successfully create an account and submit your abstract.

### Step 1: Access the Submission Portal

- Click the link provided for the IIRC2025 Extended Abstract Submission Portal.
- You will be directed to the login page.

EasyChair Log in Pages

Home Log in

Log in to EasyChair

Email address or user name: \*

Password: \*

Log in

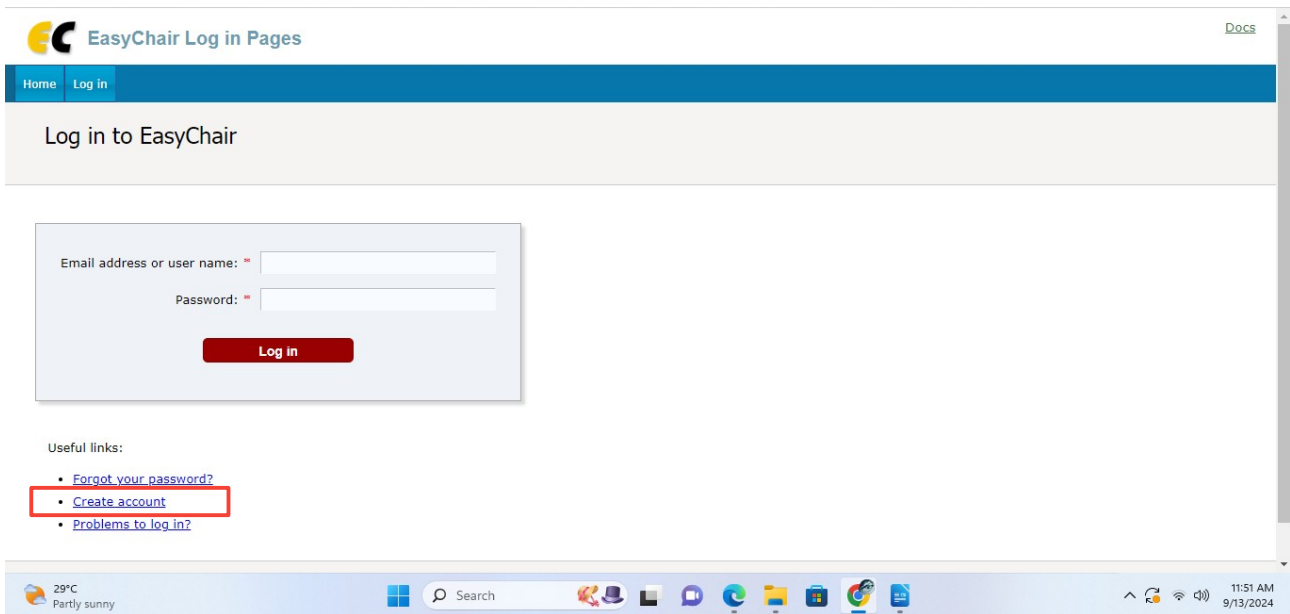
Useful links:

- [Forgot your password?](#)
- [Create account](#)
- [Problems to log in?](#)

29°C Partly sunny Search 11:51 AM 9/13/2024

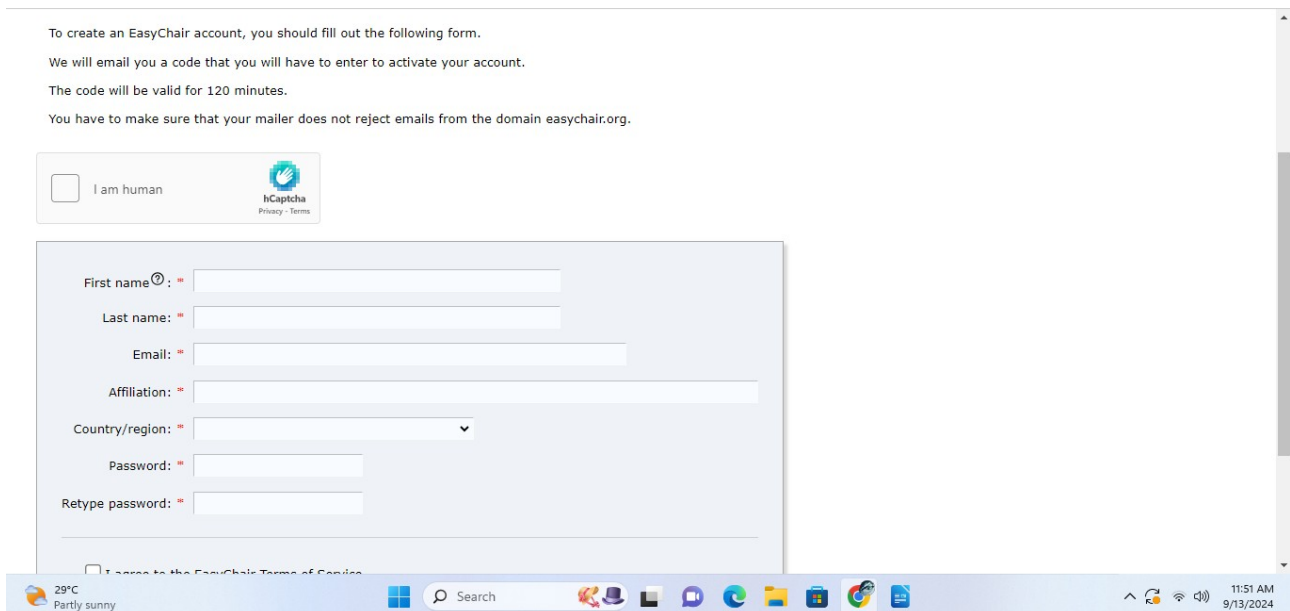
## Step 2: Logging In or Creating a New Account

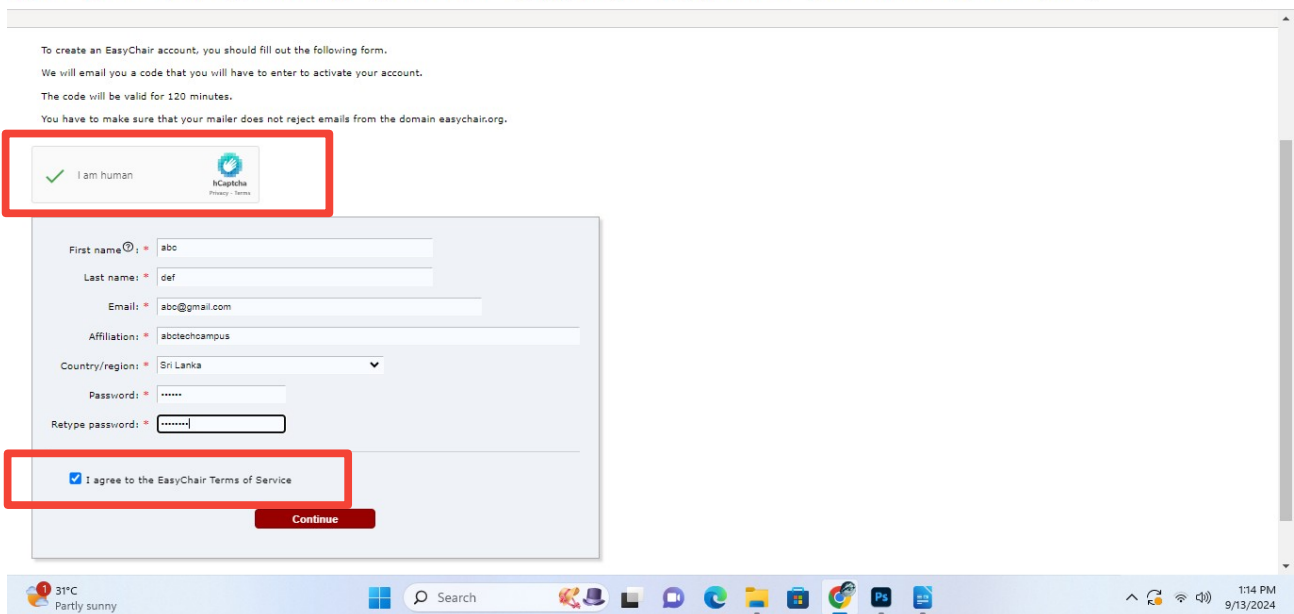
- If you already have an account, simply enter your credentials and click **Login**.
- **If you do not have an account, click the Create Account link.**



## Step 3: Creating a New Account

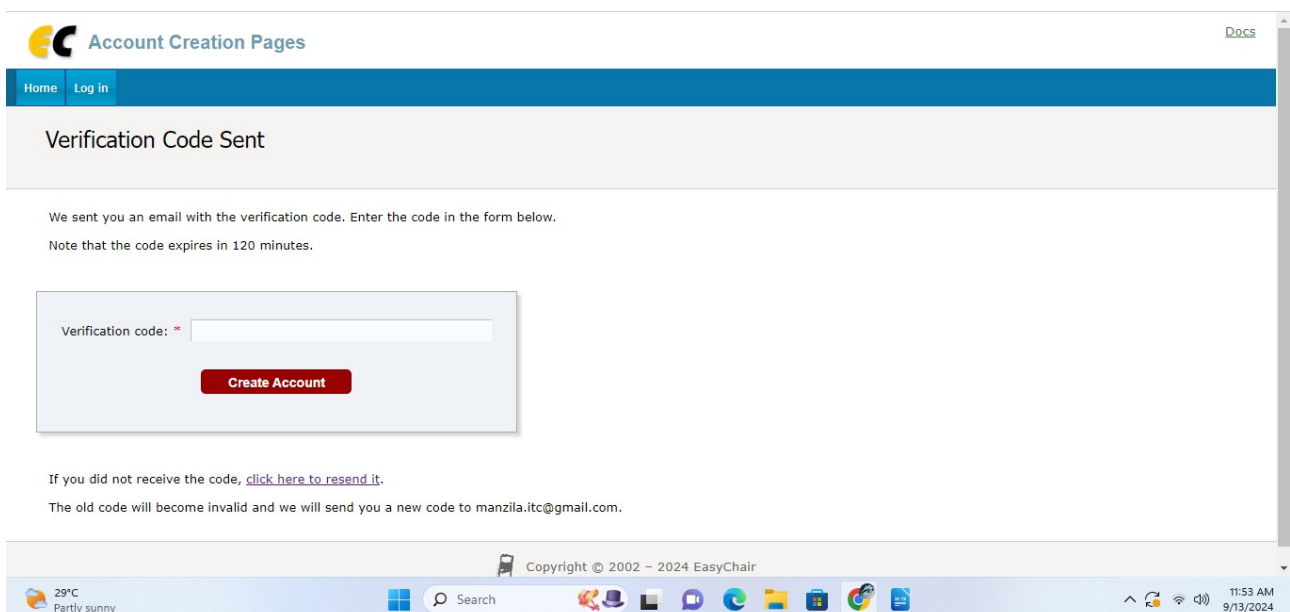
- After clicking **Create Account**, the account creation page will appear.
- Fill in all the mandatory fields.
- Agree to the terms and conditions by checking the box provided.
- Complete the CAPTCHA verification.
- Once all the fields are completed, click **Continue**.





## Step 4: Verification Process

- A verification code will be sent to the email address you provided.
- Enter the code in the space provided on the verification screen and press **Create Account**.



## Step 5: Logging In

- Once your account is successfully created, return to the login page.
- Enter your login credentials and click **Login**.

The image shows two screenshots of the EasyChair website. The top screenshot displays the 'Account Creation Pages' with a 'Home' and 'Log in' navigation bar. A message states 'Account Created' and 'Your EasyChair account has been created!' with a link to 'Click here to log in.' The bottom screenshot shows the 'EasyChair Log in Pages' with a 'Home' and 'Log in' navigation bar. The main heading is 'Log in to EasyChair'. Below this is a login form with two input fields: 'Email address or user name:' and 'Password:'. A red 'Log in' button is positioned below the fields. Underneath the form, there are 'Useful links:' including 'Forgot your password?', 'Create account', and 'Problems to log in?'. Both screenshots include a Windows taskbar at the bottom with the date and time set to 11:55 AM on 9/13/2024.

## Step 6: Submitting the Extended Abstract

- After logging in, the Abstract Submission Application page will appear.
- Fill in all the relevant details, including abstract title, authors, and the abstract content itself.
- Review your information carefully and click **Submit**.

New Submission for IIRC - 2025 (author)

Follow the instructions, step by step, and then use the "Submit" button at the bottom of the form. The required fields are marked by \*.

### Author Information

For each author please fill out the form below. Some items on the form are explained here:

- **Email address** will only be used for communication with the authors. It will not appear in public Web pages of this conference. The email address can be omitted for not corresponding authors. These authors will also have no access to the submission page.
- **Web page** can be used on the conference Web pages, for example, for making the program. It should be a Web page of the author, not the Web page of her or his organization.
- Each author marked as a **corresponding author** will receive email messages from the system about this submission. There must be at least one corresponding author.

**Author 1** (click here to add yourself)

First name: \*

Last name: \*

Email: \*

Country/region: \*

Affiliation: \*

Web page:

corresponding author

corresponding author

**Author 2** (click here to add yourself)

First name: \*

Last name: \*

Email: \*

Country/region: \*

Affiliation: \*

Web page:

corresponding author

**Author 3** (click here to add yourself)

First name: \*

Last name: \*

Email: \*

Country/region: \*

Affiliation: \*

Web page:

corresponding author

