



**International Multidisciplinary
Modelling & Simulation
Multiconference**



EasyChair Instructions for Authors

The submission and review of papers for I3M 2021 will be managed through EasyChair. This system gives you, the author, complete control over your submission. You can upload your abstract and check on the review status of your submission. The submission process consists of three stages:

1. Draft paper submission
2. Revised paper submission
3. Final paper submission

The Scientific Committee will review all draft papers with the help of two or more anonymous referees and notify the results to authors. The authors of accepted draft papers will be asked to submit a revised version. The final paper submission is finally intended to adjust technical and formatting issues of the paper before the publication.

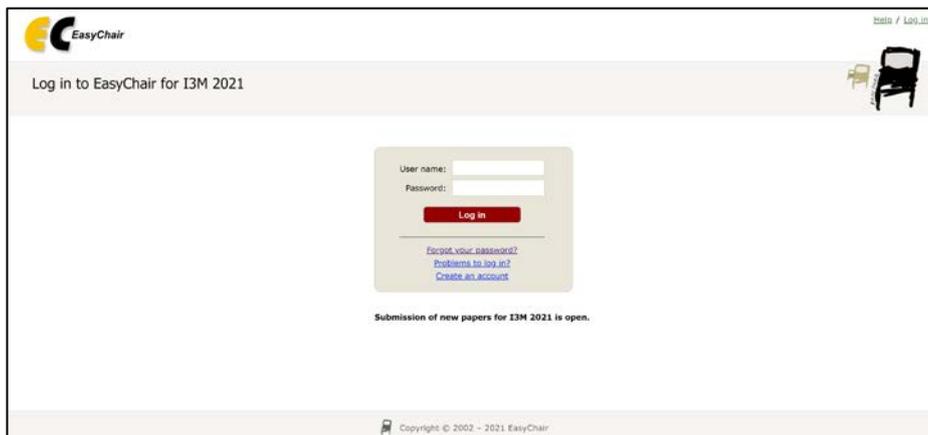
This guide is intended to support authors during the submission process. It has five parts:

- Create an account as an author
- Draft paper submission
- Revised paper submission
- Final paper submission

While the procedure is quite simple and thus we do not anticipate users running into trouble, we are happy to help if you encounter problems. In the event that you do need help, please contact the technical chair at: f.longo@unical.it.

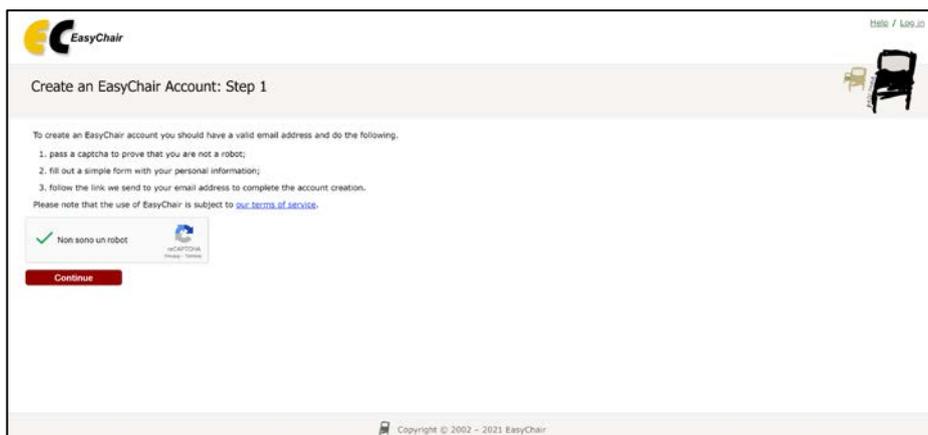
Create an account as an author

First, you will need to set up an account (username and password) as an author. Go to <https://easychair.org/conferences/?conf=i3m2021>. You will then be automatically directed to the page shown in Figure 1. Click on “Create an account” to start the process. Follow then the on-screen procedure displayed in Figure 2. Fill out the form displayed in Figure 3. After registering, you will receive an email to confirm your email address. Click on the link provided in the email to continue the account registration process.



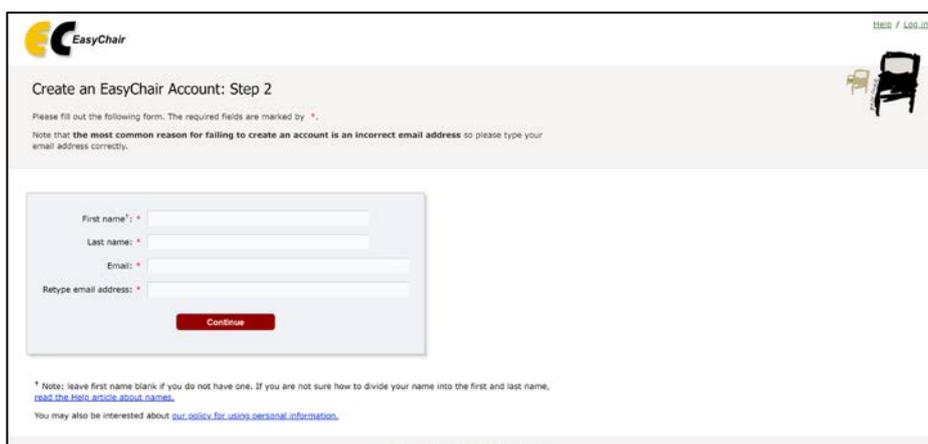
The screenshot shows the EasyChair website's login page for the I3M 2021 conference. At the top left is the EasyChair logo. The main heading is "Log in to EasyChair for I3M 2021". In the top right corner, there are links for "Home" and "Log in" next to a chair icon. The central focus is a login form with two input fields: "User name:" and "Password:". Below these fields is a red "Log in" button. Underneath the button are three links: "Forgot your password?", "Problems to log in?", and "Create an account". A message below the form states "Submission of new papers for I3M 2021 is open." At the bottom of the page, there is a copyright notice: "Copyright © 2002 - 2021 EasyChair".

Figure 1. Log-in/Create an account



The screenshot shows the "Create an EasyChair Account: Step 1" page. It features the EasyChair logo and navigation links at the top. The main heading is "Create an EasyChair Account: Step 1". Below this, there is a list of instructions: "To create an EasyChair account you should have a valid email address and do the following:", followed by three numbered steps: 1. pass a captcha to prove that you are not a robot; 2. fill out a simple form with your personal information; 3. follow the link we send to your email address to complete the account creation. A note below the steps says "Please note that the use of EasyChair is subject to our terms of service." Below the instructions is a CAPTCHA area with a green checkmark and the text "Non sono un robot" next to a reCAPTCHA logo. A red "Continue" button is positioned below the CAPTCHA. At the bottom, there is a copyright notice: "Copyright © 2002 - 2021 EasyChair".

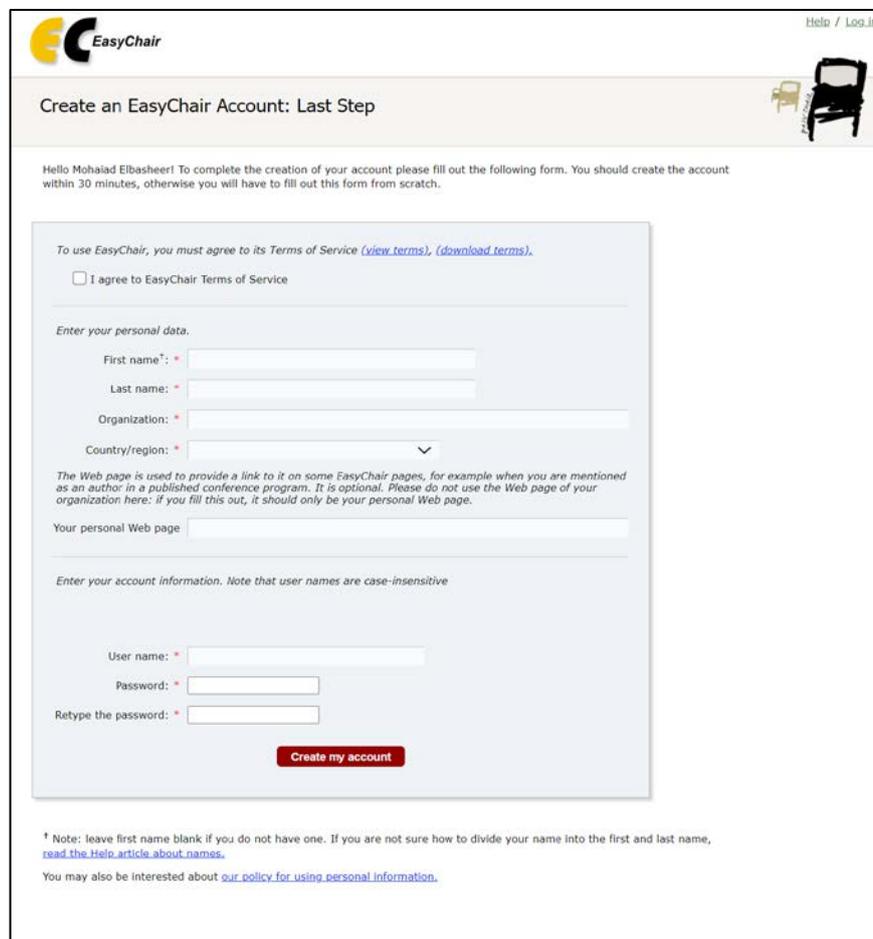
Figure 2. Start the registration process



The screenshot shows the "Create an EasyChair Account: Step 2" page. It features the EasyChair logo and navigation links at the top. The main heading is "Create an EasyChair Account: Step 2". Below this, there is a note: "Please fill out the following form. The required fields are marked by *." Another note below says "Note that the most common reason for failing to create an account is an incorrect email address so please type your email address correctly." The central focus is a registration form with four input fields: "First name*", "Last name*", "Email:", and "Retype email address:". Each field has a red asterisk indicating it is required. A red "Continue" button is located below the form. At the bottom, there are two footnotes: the first says "* Note: leave first name blank if you do not have one. If you are not sure how to divide your name into the first and last name, read the help article about names." and the second says "You may also be interested about our policy for using personal information." At the bottom center, there is a small copyright notice: "Copyright © 2002 - 2021 EasyChair".

Figure 3. Fill in the form

In the last step to create your account, you are asked to complete the form shown in Figure 4 with the information about your Organization, your Country, the username and the password. To finalize the account registration process, click on “Create my account”. Now, you can go back to <https://easychair.org/conferences/?conf=i3m2021> and log in with your credentials.



The screenshot shows the 'Create an EasyChair Account: Last Step' page. At the top left is the EasyChair logo, and at the top right are links for 'Hello / Log In' and a chair icon. The main heading is 'Create an EasyChair Account: Last Step'. Below this, a message reads: 'Hello Mohaiad Elbasheer! To complete the creation of your account please fill out the following form. You should create the account within 30 minutes, otherwise you will have to fill out this form from scratch.' The form itself is a light blue box containing several sections: 1. A checkbox for 'I agree to EasyChair Terms of Service' with links to 'view terms' and 'download terms'. 2. A section titled 'Enter your personal data.' with input fields for 'First name:', 'Last name:', 'Organization:', and 'Country/region:'. 3. A section for 'Your personal Web page' with a text input field. 4. A section titled 'Enter your account information. Note that user names are case-insensitive' with input fields for 'User name:', 'Password:', and 'Retype the password:'. A red 'Create my account' button is positioned at the bottom of the form. Below the form, there is a footnote: '* Note: leave first name blank if you do not have one. If you are not sure how to divide your name into the first and last name, read the Help article about names.' and a link to 'our policy for using personal information.'

Figure 4. Create an account

Note: If your username appears taken, it is possible that you have signed up for EasyChair in the past for another conference. In this case, you simply need to ask the system to remind you of your password based on your username.

Draft paper submission

In order to submit your draft paper, enter the I3M 2021 paper management system from <https://easychair.org/conferences/?conf=i3m2021>. After logging in, you may click on the “make a new submission” link located in the left section of the menu bar to submit a new paper (as shown in Figure 5).

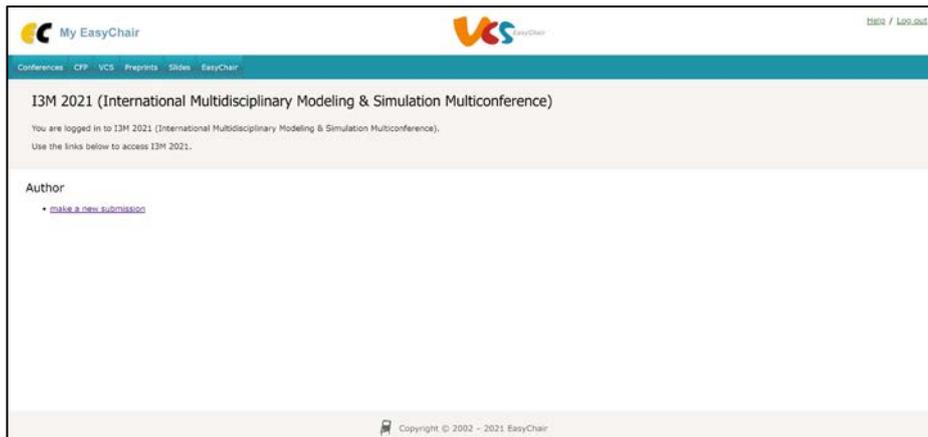


Figure 5. The main page for authors

Select now the conference/workshop you would like to submit your paper to (as shown in Figure 6).

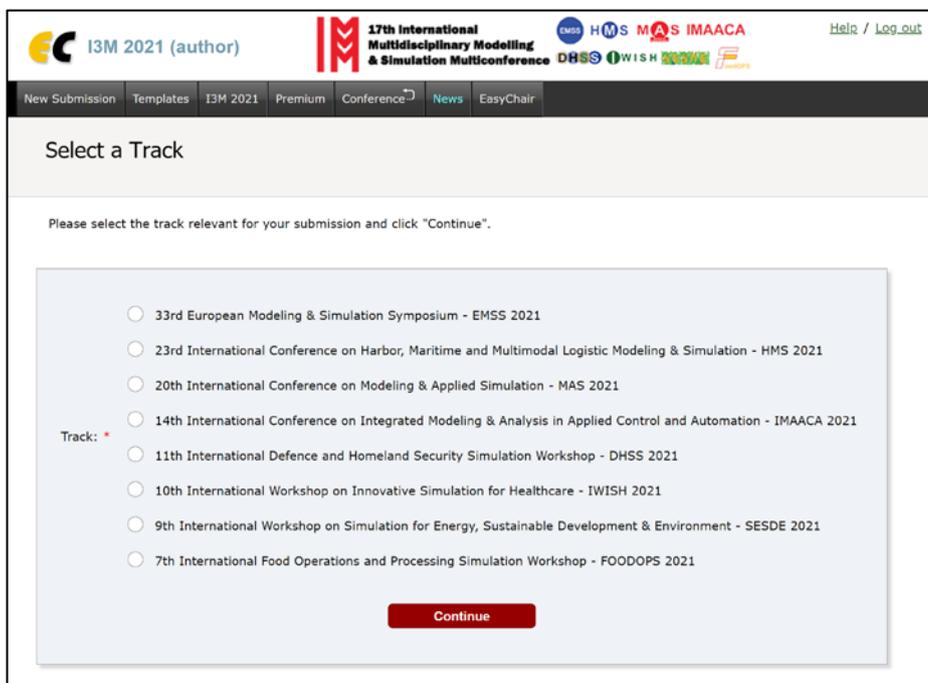


Figure 6. Select the conference/workshop

Follow the on-screen instructions and fill out all of required information (as shown in Figure 7) about the authors.

Note: You must use the same email address that you signed up with when creating the EasyChair account.

I3M 2021 (author) 17th International Multidisciplinary Modelling & Simulation Multiconference HMS IMS IMAACA Help / Log out

New Submission Templates I3M 2021 Premium Conference News EasyChair

New Submission for I3M 2021 (33rd European Modeling & Simulation Symposium - EMSS 2021)

Click on "Submission templates" to **download submission templates for this conference**.

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: *

Organization: *

Web page:

corresponding author

Author 2 ([click here to add yourself](#))

First name: *

Last name: *

Email: *

Country/region: *

Organization: *

Web page:

corresponding author

Author 3 ([click here to add yourself](#))

First name: *

Last name: *

Email: *

Country/region: *

Organization: *

Web page:

corresponding author

[Click here to add more authors](#)

* Note: leave first name blank if there is no first name. If you are not sure how to divide a name into the first and last name, [read the Help article about names](#).

Figure 7. Authors' information

Fill out the title, text abstract and keywords (as shown in Figure 8).

Title and Abstract
The title and the abstract should be entered as plain text, they should not contain HTML elements.

Title: *

The abstract should not exceed 300 words

Abstract: *

Keywords
Type a list of keywords (also known as key phrases or key terms), **one per line** to characterize your submission. You should specify at least three keywords.

Keywords: *

Figure 8. Paper information

Complete the submission by selecting from the dropdown menu the track/invited session where you want to submit your paper. If you do not want to submit your paper to one of the available tracks/invited sessions, please select “Regular paper”. At this stage you should also disclose any potential conflict of interests.

In the last step, you must upload the manuscript file. You can upload either a Word document (.doc, .docx) or the Latex manuscript files (.zip). **Please remember to use the official conference paper templates otherwise your paper cannot be accepted (<http://www.msc-les.org/i3m2021/call-for-papers/#template>).**

Once you are ready, click on Submit to finish.

Other Information and Files

Track or Invited Session. * Please select from the dropdown menu below the track or invited session where you wish to submit your paper. The full list of tracks with the details on track chairs and the description is available at the conference website: <http://www.msc-les.org/emas2021/about/4/topics>. If you do not want to submit your paper to any of the tracks below, please select “Regular paper”.

Regular Paper

Conflicts of interests. Conflicts of interests. If you believe that some program committee members have a potential conflict of interest that can prevent them from evaluating you fairly, please specify names of program committee members and provide a detailed explanation why, in your opinion, they should not review your paper.

Manuscript (.doc, .docx). Upload your paper. The paper must be in .doc or .docx format.

Scogli file | Nessun file selezionato

Manuscript (Latex). Upload your paper. The file must be zipped and include all the Latex files to compile the paper.

Scogli file | Nessun file selezionato

Ready?
If you filled out the form, press the “Submit” button below. **Do not press the button twice: uploading may take time!**

Submit

Figure 9. Other information and files

Check and update the status of your submission

In order to check and update the status of your draft paper, enter the I3M 2021 paper management system from <https://easychair.org/conferences/?conf=i3m2021>. Click then on the “author” link, as displayed in Figure 10.

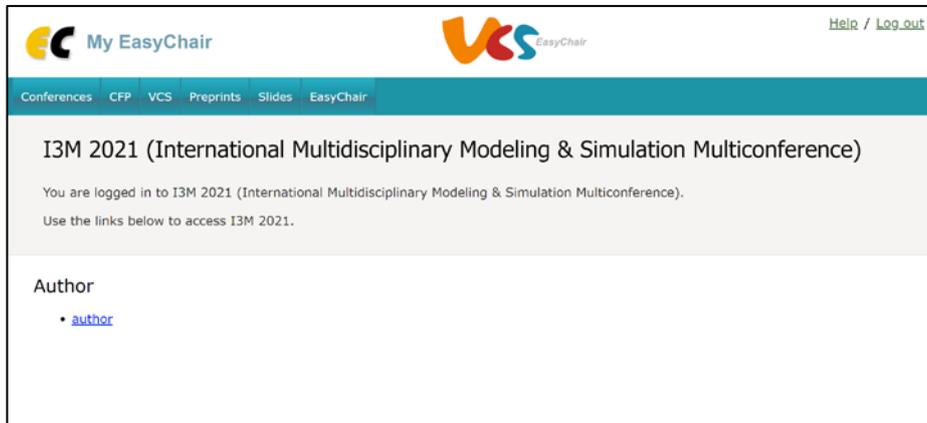


Figure 10. Log in homepage

Once you are logged in the role of author, you can see here your submissions to I3M (Figure 11). From this panel you can:

- click on “New Submission” to start a new submission process;
- click on “Submission + Paper-ID” (in this case, Submission 3), to access the status panel of your paper. Alternatively, you can click on the View icon below to access the submission or on the Folder icon to download the uploaded files.

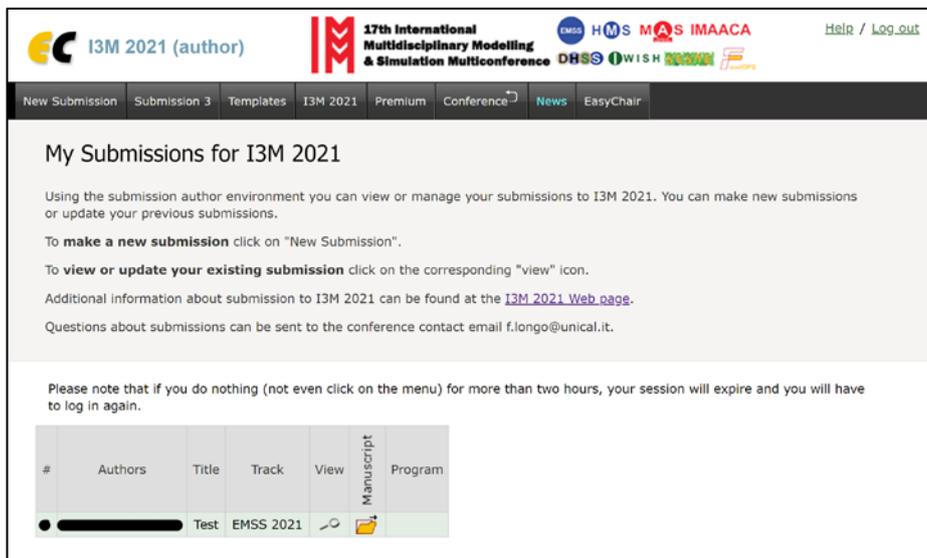


Figure 11. Your submissions

If you access the submission status page (Figure 12), besides a number of information about your submission, you can also use the links at the top-right corner for:

- **Updating information about your submission:** select “Update information” from the right-hand menu of the Submission screen to change any of title, abstract and

keywords of your submission, as well as the track/invited session or conflicts of interests.

- **Updating author information for your submission:** select “Update authors” to modify any information about the author(s) and click “save.” In the case of multiple authors, you can add (“Add new author”) or remove authors (Click on “X”); then update the order of the authors by selecting the “Reorder authors” button.
- **Add or update files:** the “Add file” link may be used to upload files.
- **Withdrawing the submission:** select “Withdraw” to withdraw the submission.

The screenshot shows the 'I3M 2021 Submission 3' status page. At the top, there are navigation links: 'New Submission', 'Submission 3', 'Templates', 'I3M 2021', 'Premium', 'Conference', 'News', and 'EasyChair'. The main content area displays submission details in a table format:

Submission 3	
Title:	Test
Manuscript:	(Mar 08, 17:42 GMT)
Track:	33rd European Modeling & Simulation Symposium - EMSS 2021
Author keywords:	Test1 Test2 Test3
Abstract:	Test
Submitted:	Mar 08, 17:42 GMT
Last update:	Mar 08, 17:42 GMT
Track or Invited Session	Regular Paper
Conflicts of interests	

Below the submission details is an 'Authors' table:

first name	last name	email	country	affiliation	Web page	corresponding?
						<input checked="" type="checkbox"/>

On the right side of the page, there is a vertical menu with the following options: 'Update information', 'Update authors', 'Add or update files', and 'Withdraw'.

Figure 12. Your submission status page

Revised paper submission

If your draft paper was accepted, we request by email that you submit your revised paper electronically. In order to respond to the reviewers and upload the revised paper, enter the I3M 2021 paper management system at <https://easychair.org/conferences/?conf=i3m2021>. Click then on the “author” link, as displayed in Figure 10.

To complete your revised paper submission, click on "Submission #". It is required to respond to the reviewers’ comments in the box indicated as “Your response” and click on “Send response” (as displayed in Figure 13).

After that, select “Update file” from the right-hand menu of the Submission screen. After selecting the file that you wish to upload from your computer, submit your revised paper by selecting the “Submit” button.

You can also update the paper information and authors by clicking on the “Update information” and “Update authors” in the top-right corner of the submission screen.

I3M 2021 (author) Help / Log out

17th International Multidisciplinary Modelling & Simulation Multiconference

[New Submission](#) | [Submission 3](#) | [Templates](#) | [I3M 2021](#) | [Premium](#) | [Conference](#) | [News](#) | [EasyChair](#)

I3M 2021 Submission 3

You can now **respond to reviews on your paper** by filling in the review below and pressing "Send Response". Note that you are allowed to respond only once, so after you press the button you will be unable to change your response anymore. For more details on the rebuttal period [click here](#).

If you want to **change any information** about your paper, use links in the upper right corner.

For all questions related to processing your submission you should contact the conference organizers. [Click here to see information about this conference](#).

All **reviews sent to you** can be found at the bottom of this page.

Your response: *

[Send Response](#)

Submission 3	
Title:	Test
Manuscript:	(Mar 08, 17:42 GMT)
Track:	33rd European Modeling & Simulation Symposium - EMSS 2021
Author keywords:	Test1 Test2 Test3
Abstract:	Test
Submitted:	Mar 08, 17:42 GMT
Last update:	Mar 08, 17:42 GMT
Track or Invited Session	Regular Paper
Conflicts of Interests	

Authors						
first name	last name	email	country	affiliation	Web page	corresponding?
██████	██████	██████@██████.██████	██████	████████████████████		✓

Reviews

Review 1

Overall Evaluation and Comments to the Authors: ██████████

Review 2

Overall Evaluation and Comments to the Authors: ██████████

Update information

Update authors

Reviews

Add or update files

Withdraw

Figure 13. Revise your submission

Final paper submission

After the final revision, we request that you submit your final paper electronically. To upload your final paper, click on "Submission #" and select "Update file" from the right-hand menu of the Submission screen. After selecting the file that you wish to upload from your computer, submit your final paper by selecting the "Submit" button.