



ICFBE 2021 Submission Guidelines

Step 0: Go to <http://bit.ly/icfbe2021> and click on “create an account” to register yourself.

User name:

Password:

Log in

If you have no EasyChair account, [create an account](#)

Forgot your password? [click here](#)

Problems to log in? [click here](#)

Step 1: Click on the reCAPTCHA, press continue.



Create an EasyChair Account: Step 1

To create an EasyChair account you should have a valid email address and do the following.

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.

Please note that the use of EasyChair is subject to [our terms of service](#).

✓ I'm not a robot

reCAPTCHA
Privacy - Terms

Continue



Step 2: Fill out the form using your email address.



Create an EasyChair Account: Step 2

Please fill out the following form. The required fields are marked by *.

Note that **the most common reason for failing to create an account is an incorrect email address** so please type your email address correctly.

First name [†] :	<input type="text"/>
Last name *	<input type="text"/>
Email: *	<input type="text"/>
Retype email address: *	<input type="text"/>

[Continue](#)

[†] 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.](#)

You may also be interested about [our policy for using personal information.](#)



Step 3: Check your email's inbox, and click on the link provided. You will arrive at the following page. Fill out all the information, including your user name and password. Once done, click on the "Create my account" button.



Create an EasyChair Account: Last Step

Hello President University! 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.

To use EasyChair, you must agree to its [Terms of Service \(view terms\)](#), [\(download terms\)](#).

I agree to EasyChair Terms of Service

Enter your personal data.

First name[†]:

Last name *

Organization: *

Country/region: *

The Web page is used to provide a link to it on some EasyChair pages, for example when you are mentioned as an author in a published conference program. It is optional. Please do not use the Web page of your organization here: if you fill this out, it should only be your personal Web page.

Your personal Web page

Enter your account information. Note that user names are case-insensitive

User name: *

Password: *

Retype the password: *

Create my account



Step 5: If you are ready to submit your paper, you can do so by uploading your paper (in PDF format) in the following form. Otherwise, you can **skip this step for now** and **upload the paper later**. Once you are done, click the “Submit” button.

Files

The following part of the submission form was added by ICFBE 2020. It has neither been checked nor endorsed by EasyChair

Paper. Upload your paper. The paper must be in PDF format (file extension .pdf)

No file chosen

Ready?

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

Later, if you are ready to submit your paper, click on the “Add file” link on the top right corner of the dashboard.

