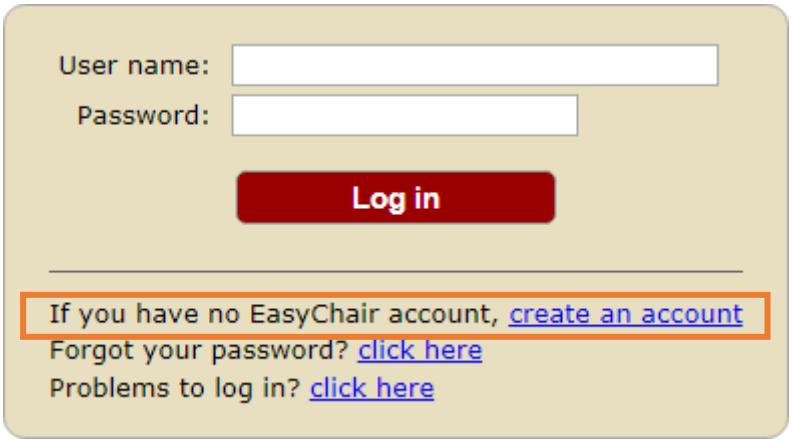
Inscrição e submissão na plataforma Easychair

Acedendo ao link para submissão (https://easychair.org/conferences/?conf=colcidine2019) a partir da página do Colóquio CIDInE, encontrará o campo de login:

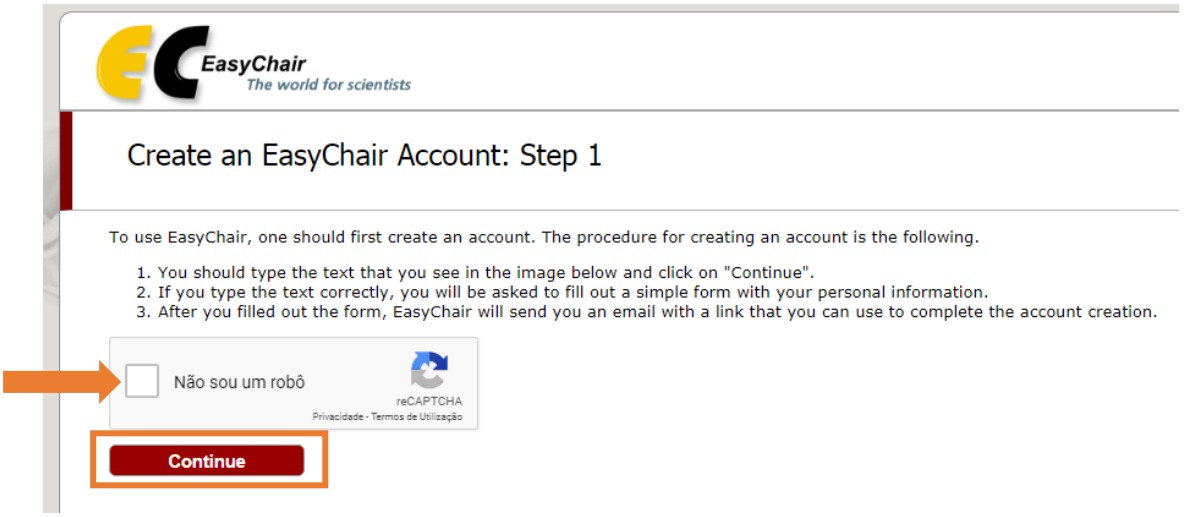


Caso não tenha uma conta Easychair, deverá proceder à criação de uma conta, clicando em "**create an account**".

1. Criação de conta Easychair:

PASSO 1:
Após clicar em "create na account", o novo utilizador será encaminhado para a primeira fase.

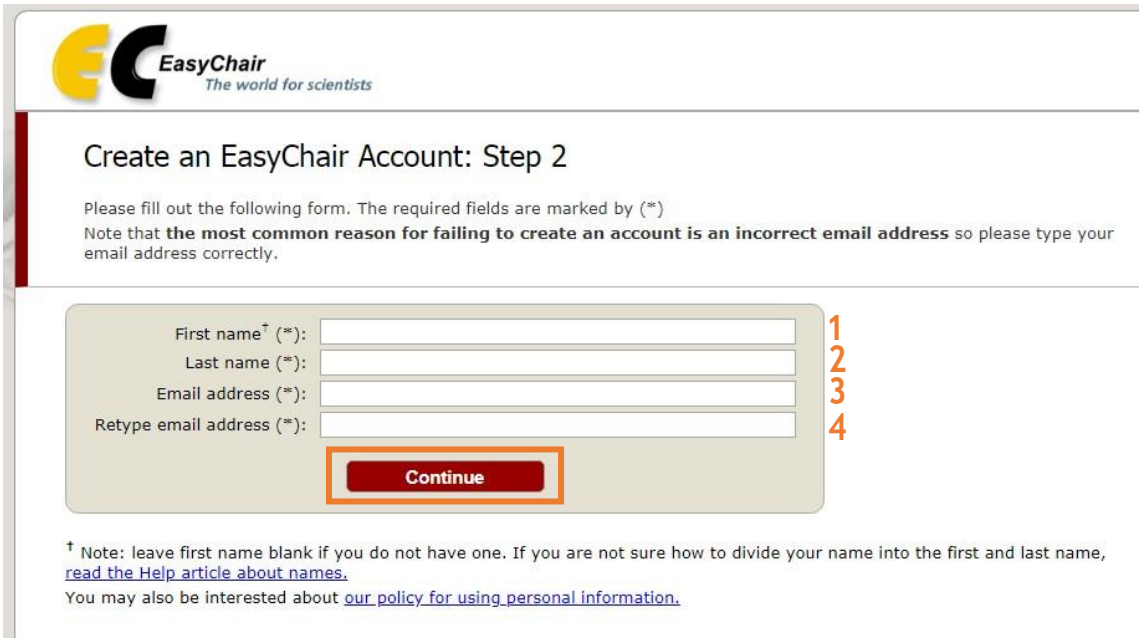
1. Clique no quadrado, confirmando que é um utilizador real
2. Assim que apareça sinal de confirmação, clique no botão "continue".



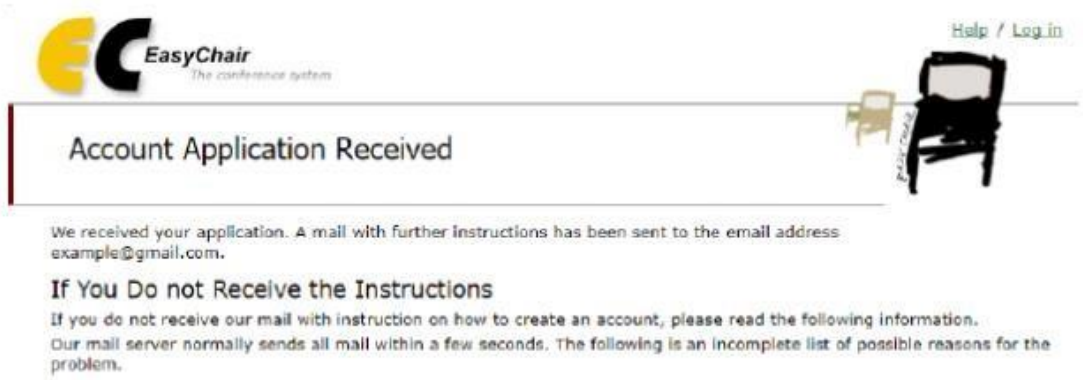
PASSO 2:
Preencha os campos obrigatórios:

1. Primeiro nome;
2. Último nome;
3. Endereço de email;
4. Volte a preencher o endereço de email.

Clique no botão "continue".

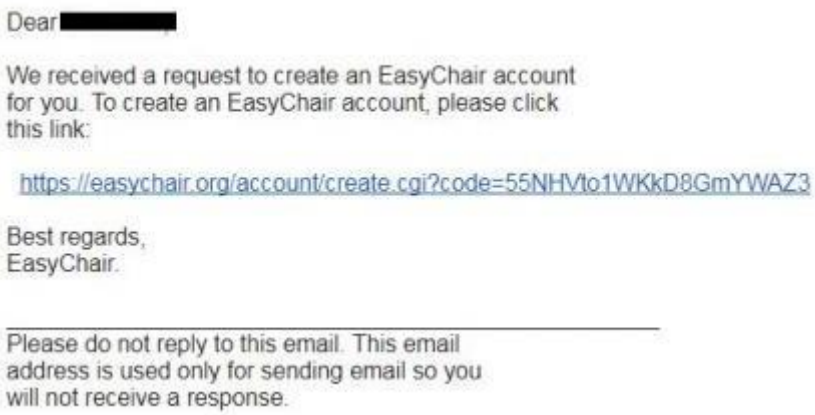


Deverá receber um ecrã a confirmar a inscrição no Easychair, com indicações de que mais informações serão **recebidas por email**.



Verifique o email.

Deverá receber uma mensagem com o assunto "EasyChair account confirmation". Por exemplo:



Dear [redacted]

We received a request to create an EasyChair account for you. To create an EasyChair account, please click this link:

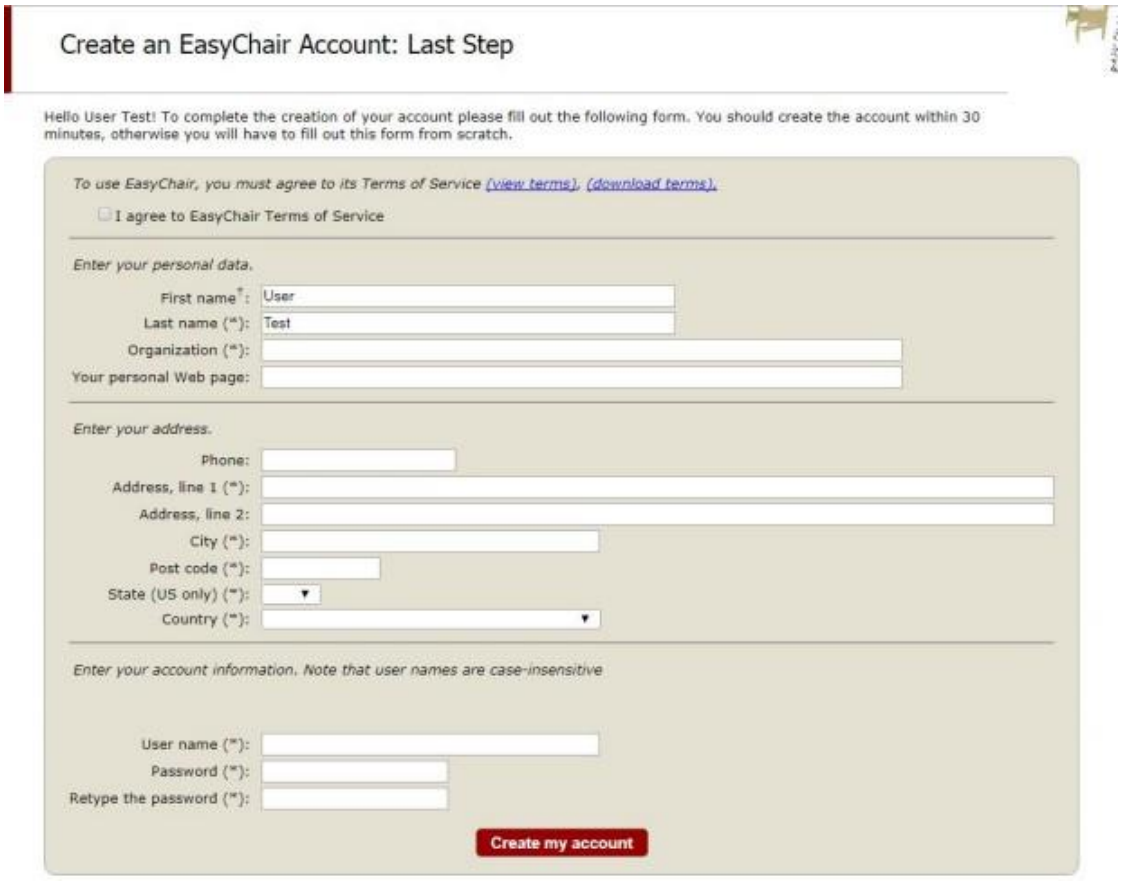
https://easychair.org/account/create.cgi?code=55NHVto1WKkD8GmYWAZ3

Best regards,
EasyChair.

Please do not reply to this email. This email address is used only for sending email so you will not receive a response.

Siga o link na mensagem.

Na página que o link abrirá, o utilizador deve **preencher os campos obrigatórios** indicados com (*) e **clicar no botão "Create my account"**, no final do formulário:



Create an EasyChair Account: Last Step

Hello User Test! 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*: User
Last name (*): Test
Organization (*):
Your personal Web page:

Enter your address.

Phone:
Address, line 1 (*):
Address, line 2:
City (*):
Post code (*):
State (US only) (*):
Country (*):

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

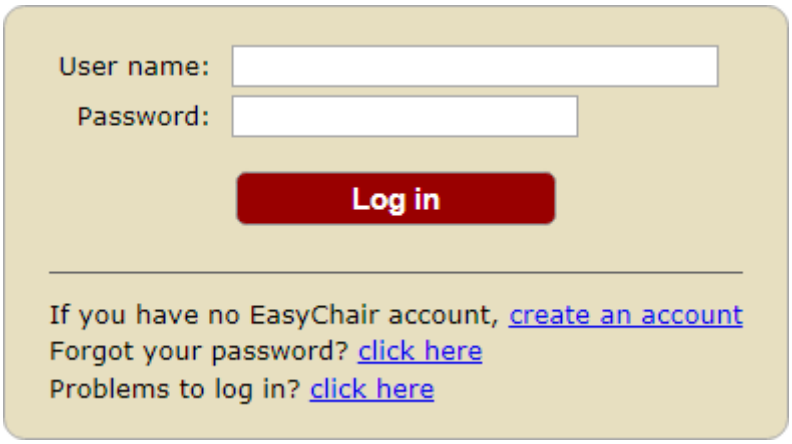
User name (*):
Password (*):
Retype the password (*):

Create my account

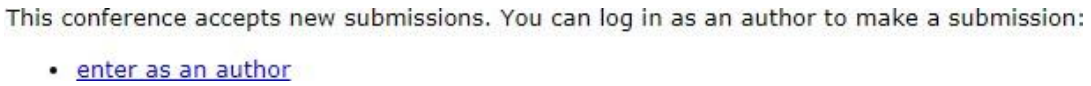
Tome nota do "User name" e "Password" para utilizações futuras.

2. Submissão no Colóquio CIDInE:

Acedendo ao link para submissão (https://easychair.org/conferences/?conf=colcidine2019) a partir da página do Colóquio CIDInE, faça o login:

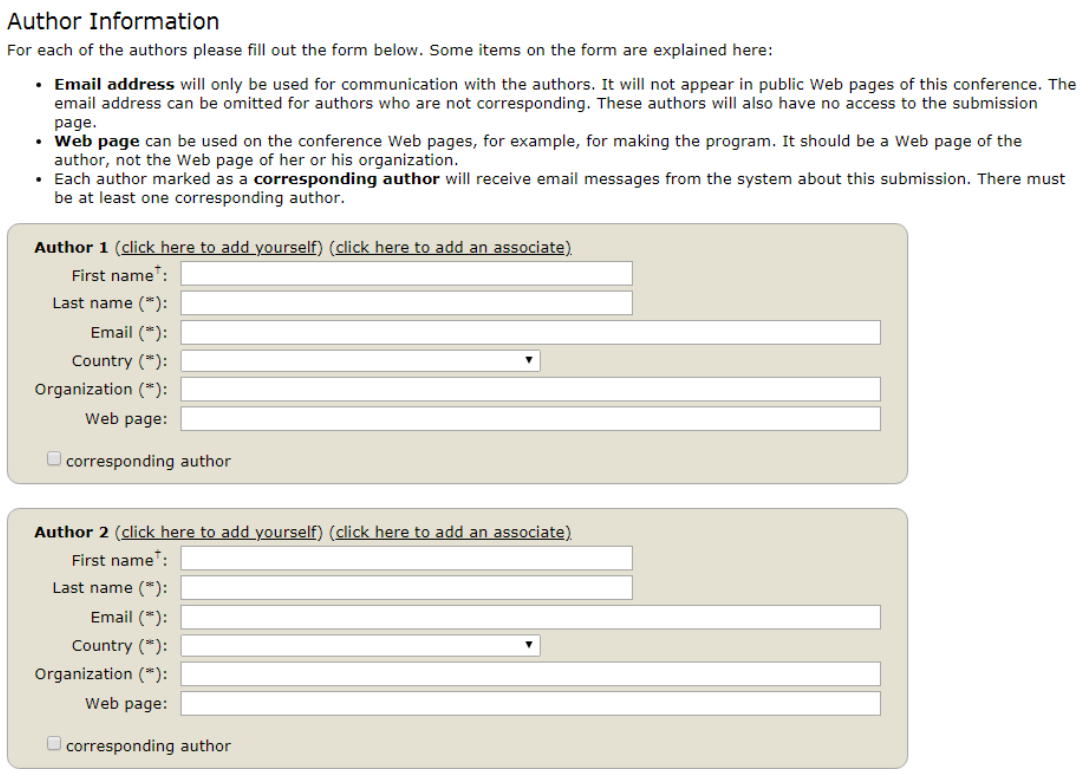


Depois do login, clique no link “enter as author”:



Preencha os dados dos autores.

Estes dados não serão vistos pelos revisores das propostas.



Author Information

For each of the authors 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 authors who are not corresponding. 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) (click here to add an associate)

First name+:
Last name (*):
Email (*):
Country (*):
Organization (*):
Web page:

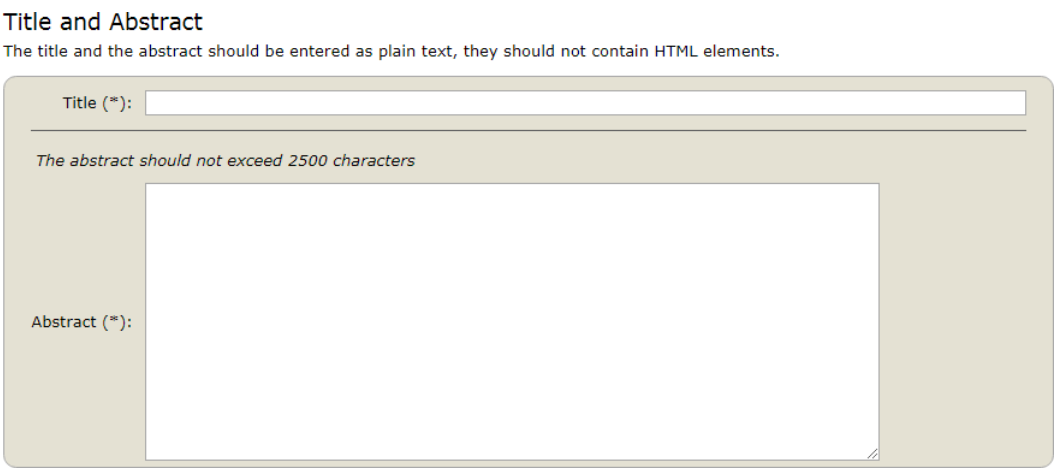
corresponding author

Author 2 (click here to add yourself) (click here to add an associate)

First name+:
Last name (*):
Email (*):
Country (*):
Organization (*):
Web page:

corresponding author

Preencha os campos do título e resumo (obrigatórios).



Title and Abstract

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

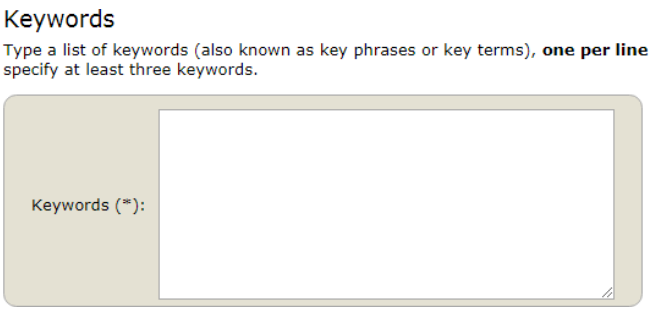
Title (*):

The abstract should not exceed 2500 characters

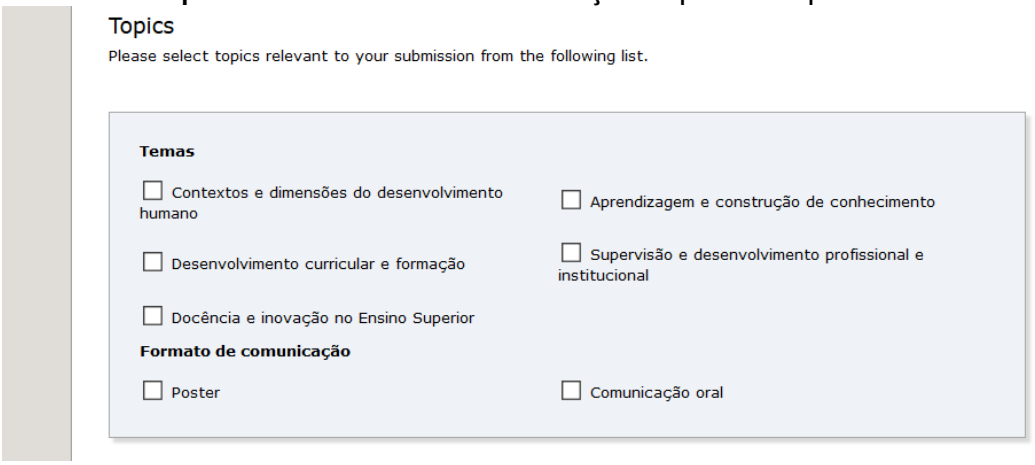
Abstract (*):

Preencha o campo reservado para as palavras-chave (obrigatório).

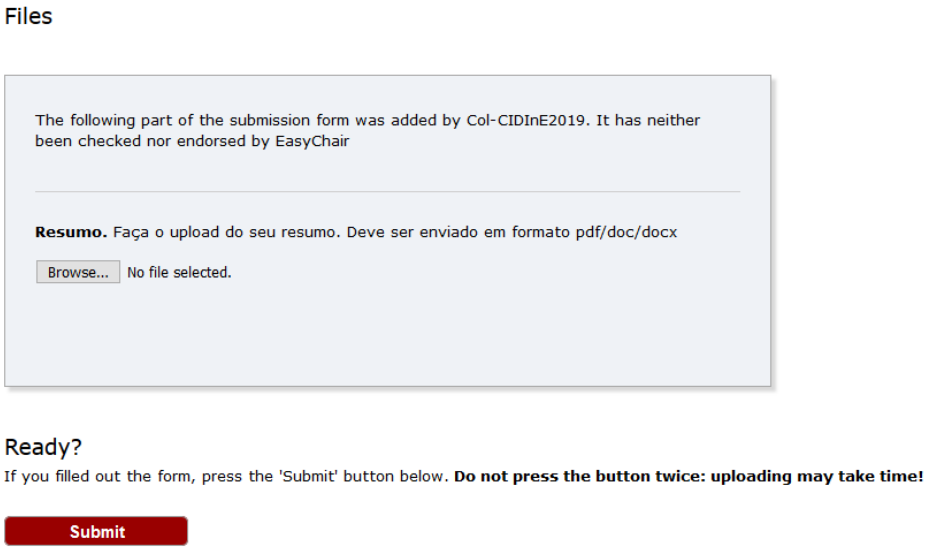
Deverá indicar **uma "palavra-chave" por linha.**



Escolha o tópico e o **formato de comunicação** a que corresponde a submissão.



Faça o **upload do ficheiro** que preparou com base nos templates disponibilizados no site do Colóquio CIDInE.



Quando tiver preenchido todos os campos necessários, **clique em "Submit"** no final do formulário.