ICT-DM 2024 CMT Submission Guide

1. CMT Registration Process

- Navigate to the web page at: <u>https://cmt3.research.microsoft.com/ICTDM2024/Submission/Index</u>

Microsoft CMT					
Email *					
Email ()					
Email is required					
Password *					
Password (1)					
Password is required					
Log In					
Forgot your password? New to CMT? Register					
Search help articles					
The 9th International Conference on Information and Communication Technologies					
for Disaster Management					

- Enter your email address and password if you have an account on CMT already then Log In
- Otherwise, you must register by clicking on Register
- Fill out Create New Account Page.
- Fields with an * asterisk are required.

Create New Account

Login information

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* Email	Email
	Value is required.
* Password	Password ①
	Value is required.
* Confirm Password	Confirm Password
Personal Information	
* First Name	First Name
Middle Initial	Initial
* Last Name	Last Name
Nickname	Nickname
* Organization Name	Organization Name
* Country/Region	Select Y
External Profile Inform	nation
Google Scholar Id	Google Scholar Id
Semantic Scholar Id	Semantic Scholar Id
DBLP Id	DBLP Id
ORCID Id	ORCID Id
OpenReview Id	OpenReview Id
Verification	
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(Register No, thanks

- Enter the captcha characters, check the Agree to Terms of Use checkbox and click Register

2. Paper Submission Process

- After Registration and Log into CMT, you will see the Author Console page.
- Please check first the name of the conference (ICTDM2024) at the top right of the page.
- Otherwise, you must select the conference name from the drop-down list.

Submissions		Search help articles	Q	Help Center - Select Your Role : Author -	TDM2024 -		
Author Console							
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- Click on the +Create new submission button.
- Then the **relevant track** needs to be selected before the next page appears.

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Author C	onsole			
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- Then the Create New Submission page will appear.
- Required fields are marked with an ***** asterisk.

Create New Submission

TITLE AND ABSTRACT * Title Title

Track: Beyond 5G and Towards 6G applications for Disaster Management

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- You are allowed to submit the Title and Abstract without uploading your file when creating a submission. Then you can edit the submission subsequently to upload the file before the paper submission deadline.
- To add a co-author, enter the co-author's email address into the field and click add.
- To upload file for your paper, click the Upload from Computer button.
- The uploaded file will not be saved unless the Submit button at the bottom of the form is clicked.
- You can in the next step declare if there are any conflicts of interest with the TCP members of your track by clicking on the Edit button and choosing the kind of conflict of interest.

Edit Conflicts of Interest

Track Name	e	Beyond 5G and	Beyond 5G and Towards 6G applications for Disaster Management			
Paper ID		36				
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- Finally, authors will see their submission information in the Author Console page.

Autho	r Console				
+ Create n	ew submission •		1 - 2 of 2	«« « <mark>1</mark> » »»	Show: 25 50 100 All Clear All Filters
Paper ID		Title	Track	Files	Actions
36	Title of the paper Show abstract		Beyond 5G and Towards 6G applications for Disaster Management	Submission files: ⊕ ICT- DM2021.pdf	Submission: C Edit Submission C Edit Conflicts × Delete Submission Supplementary Material: C Upload Supplementary Material

- CMT generates a **confirmation email** to all authors and co-authors, even co-authors without a CMT account.