

SOUTHEAST ASIA-JAPAN CONFERENCE ON COMPOSITE MATERIALS 2024

Deadline for Extended Abstract Submission: 31 May 2024

Checklist before Submission of Abstract

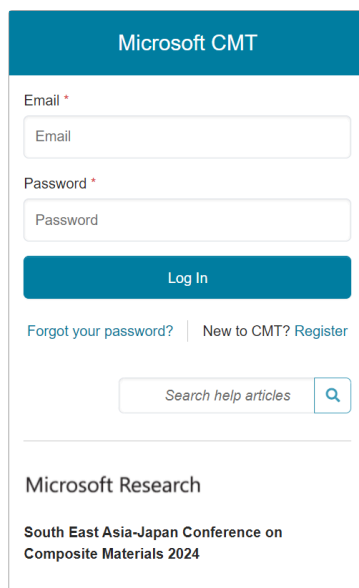
1. Primary author with CMT Account (register using organization email address)
2. Title of Submission
3. Abstract of Submission (150 - 250 words)
4. Name, email address, and organization of all co-authors
5. Extended abstract (word file). The extended abstract template can be downloaded [here](#).

How to register?

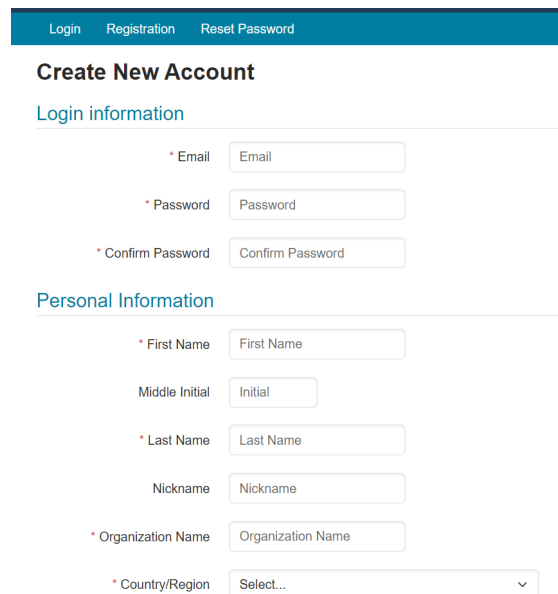
Please refer to the SEAJCCM 2024 website for the [registration link](#).

Step 1: Log in to the Microsoft CMT using the registered email address and password. If you are new to the Microsoft CMT, please register by creating a new account.

Note: the registered email address must be provided by your educational institution/organization.



The screenshot shows the Microsoft CMT login interface. At the top, there is a teal header with the text "Microsoft CMT". Below the header, there are two input fields: "Email *" and "Password *". A teal "Log In" button is positioned below the password field. Underneath the button, there are two links: "Forgot your password?" and "New to CMT? Register". At the bottom of the login section, there is a search bar with the placeholder text "Search help articles" and a magnifying glass icon. The footer of the page includes the text "Microsoft Research" and "South East Asia-Japan Conference on Composite Materials 2024".



The screenshot shows the "Create New Account" page. At the top, there is a teal header with the text "Login Registration Reset Password". Below the header, the main heading is "Create New Account". Underneath, there is a section titled "Login information" with three input fields: "* Email", "* Password", and "* Confirm Password". Below this, there is a section titled "Personal Information" with five input fields: "* First Name", "Middle Initial", "* Last Name", "Nickname", and "* Organization Name". At the bottom, there is a dropdown menu for "* Country/Region" with the text "Select..." and a downward arrow.

External Profile Information

Google Scholar Id	<input type="text" value="Google Scholar Id"/>
Semantic Scholar Id	<input type="text" value="Semantic Scholar Id"/>
DBLP Id	<input type="text" value="DBLP Id"/>
ORCID Id	<input type="text" value="ORCID Id"/>
OpenReview Id	<input type="text" value="OpenReview Id"/>

Verification

Enter the characters you see*

[New](#) | [Audio](#)



I agree to the Microsoft CMT's [Author's Statement](#), [Terms Of Use](#), [Data Access and Retention Policy](#) and [Privacy & Cookies](#). All conference and registration data is captured and stored in the US.

Register

No, thanks

Step 2: To start the submission, please click the “+ Create new submission” button.

The screenshot shows the 'Author Console' interface. At the top, there is a navigation bar with 'Submissions' and 'Select Your Role: Author'. Below this, the 'Author Console' header is visible. A red arrow points to the '+ Create new submission' button. To the right of this button, there is a status indicator '0 - 0 of 0' and pagination controls. Below the button, there is a table with columns for 'Paper ID', 'Title', and 'Files'. The 'Paper ID' column contains 'e.g. <3' and a 'Clear' link. The 'Title' column contains a search filter 'filter...' and a 'Clear' link. The 'Files' column is currently empty.

Step 3: Insert the title and abstract of your paper

- The Title field is for the title of the paper.
- The Abstract field is where you put the summary of your paper. Note that the character (not word) limit is 2000 characters.



Create New Submission

Welcome to South East Asia-Japan Conference on Composite Materials 2024. Please have your paper submitted before the deadline.

TITLE AND ABSTRACT

* Title

* Abstract

2000 characters left

Step 4: Add co-authors

- The Author section is prepopulated with your profile information and you are preselected as the Primary Contact.

AUTHORS
You may optionally add your collaborators.

Primary Contact	Email	First Name	Last Name	Organization	Country
<input checked="" type="radio"/>	ft.com	L	:	CMT-Test	<input type="text" value="x"/> <input type="text" value="↑"/> <input type="text" value="↓"/>

Value is required.
Enter email to add new author.

- To add a co-author, enter the co-author's email address into the field (in yellow below) and click "+ Add".

AUTHORS
You may optionally add your collaborators.

Primary Contact	Email	First Name	Last Name	Organization	Country
<input checked="" type="radio"/>	microsoft.com	L	:	CMT-Test	<input type="text" value="x"/> <input type="text" value="↑"/> <input type="text" value="↓"/>

Enter email to add new author.

- If the co-author you wish to add is not a user in CMT, you will see "User was not found. To add a new user, please enter the information below and click + Add Button." If the co-author is already a user, the co-author will be added to the end of the Author list.

AUTHORS
You may optionally add your collaborators.

Primary Contact	Email	First Name	Last Name	Organization	Country
<input checked="" type="radio"/>com	CMT-Test	<input type="checkbox"/> ↑ ↓

adamant@contoso.com User was not found. To add new user, please enter information below and click Add button.

Enter email to add new author.

First Name Last Name Organization

Country/Region

- Enter the co-author's first and last names along with the Organization to which he or she belongs and the Country/Region where they reside. Then click the **+ Add** button.

AUTHORS
You may optionally add your collaborators.

Primary Contact	Email	First Name	Last Name	Organization	Country
<input checked="" type="radio"/>t.com	L.....	CMT-Test	<input type="checkbox"/> ↑ ↓

adamant@contoso.com User was not found. To add new user, please enter information below and click Add button.

Enter email to add new author.

First Name Last Name Organization

Country/Region

Once added, the co-author's profile will appear in the list.

- You may change the Primary Contact to the co-author by clicking the Primary Contact radio button in the co-author's row. The 'X' and 'arrow' icons on the end of the rows are there so you may delete the entry and/or move it up in the hierarchy.

AUTHORS
You may optionally add your collaborators.

Primary Contact	Email	First Name	Last Name	Organization	Country
<input checked="" type="radio"/>ft.com	CMT-Test	<input type="checkbox"/> ↑ ↓
<input type="radio"/>	adamant@contoso.com	Adam	Ant	Contoso	United States <input type="checkbox"/> ↑ ↓

Enter email to add new author.

Step 5: Upload Abstract File

To upload file for your paper, drag and drop the file into the dotted region or click the **“Upload from Computer”** button. Please note the number of files you may upload, the size and the type of documents allowed. Uploaded file will not be saved unless the **“Submit”** button at the bottom of the form is clicked.

FILES

You can upload from 1 to 3 files. Maximum file size is 10 Mb. We accept doc, docx, pdf formats.

Drop files here

-OR-

Upload from Computer

Step 6: Fill in the Institution/Organization

Fill in your representing institution/organization (in ALL CAPITAL FORM), and tick “I agree” if all authors are aware of and consent to this submission.

ADDITIONAL QUESTIONS

1. Institution/Organization *

Which institution/organization are you representing?

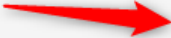
8000 characters left

2. Author consent *

By submitting this paper, you agree that all authors are aware of and consent to this submission

I agree

Step 7: Submit



Step 8: Confirmation email

Note: CMT generates a confirmation email to all authors and co-authors, even co-authors without a CMT account. However, any authors who do not register their email with CMT will not get any emails from the conference Chairs or PC members.

Authors may also email a confirmation manually by clicking on the “Email” button on the upper right of the Submission Summary page. You have the option to send it to yourself or all authors. Click “Send Email”.

Submissions Select Your Role : Author

Submission Summary

Conference Name	Test Site for Guide
Paper ID	9
Paper Title	g456g4
Abstract	35tg345tg34tg
Created on	6/18/2019, 2:49:56 PM
Last Modified	6/18/2019, 2:49:56 PM
Authors	H [redacted] (123org) <[redacted].com>
Submission Files	Scientific Paper .docx (14 Kb, 6/18/2019, 2:49:50 PM)

Send Email to Me
 Send Email to All Authors

The email that the system sends to the Author(s) looks like this:

Paper 4 summary Inbox x

Microsoft CMT <email@msr-cmt.org> 12:19 PM (9 minutes ago) ☆ ↶ ⋮
 to John

Hello.

Here is submission summary.

Track Name: Test

Paper ID: 4

Paper Title: Scientific Paper Number 1

Abstract:
 Lorem ipsum dolor sit amet, ei brute molestie occurreret nam. Et munere contentiones eam. An malis definitionem vel, et pro simul cetero voluptaria. Ea nec elit reprimique, dicta evertitur vix ne.

Created on: Fri, 07 Jun 2019 19:00:08 GMT

Last Modified: Fri, 07 Jun 2019 19:00:08 GMT

Authors:
 John Doe - [redacted].com (Primary)

Secondary Subject Areas:

Submission Files:
[Scientific Paper .docx](#) (13 Kb, Fri, 07 [redacted] 18:58:00 GMT) /api/[redacted]/Files/4

Submission Questions Response:

Thanks,
 CMT Team.

Edit a Submission?

Primary authors are allowed to edit the submission via the author console. Note that editing submission is allowed before the deadline. **A confirmation email will be sent by CMT when authors modify their papers.**

Author Console

1 - 1 of 1

« « 1 » »

Show:

25

50

100

All

Clear All Filters

Paper ID	Title	Files	Actions
e.g. <3 <small>Clear</small>	filter... <small>Clear</small>		
1	Mercury Show abstract	Submission files: 📎 Artifact ABCD.pdf	Submission: ✎ Edit Submission <input checked="" type="checkbox"/> Edit Conflicts <input checked="" type="checkbox"/> Delete Submission