# GCSI Project Information Form and Presentation submissions

- 1.0 Sign up / Register
- 2.0 Sign in
- 3.0 Manage submissions
  - 3.1 New Submission

# 1.0 Sign up/Register

• Create a new account at first time, please press the Sign up/Register Enter Button.

# Global Competition on Systematic Innovaton (GCSI)

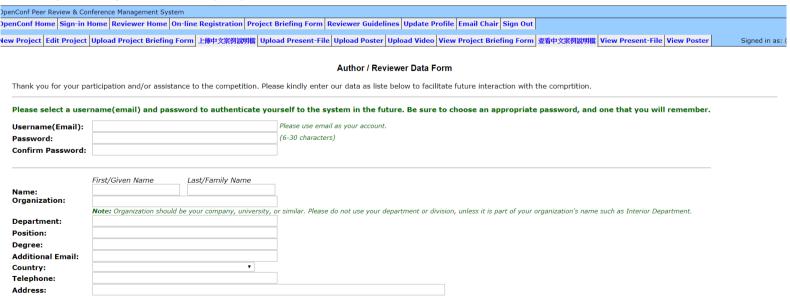
OpenConf Peer Review & Conference Management System

OpenConf Home Email Chair

# Author / Reviewer

- Sign up / Register (First Time) Enter
   Sign in
- **Program Chair:** 
  - · Sign In
- Please fill in the relevant information.
  - Notice: Username should be use Email, you will be login use this Email next time.

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Role
Please select at least one role.
□ Author
Areas of Interest:
To help match projects to reviewers, please select one or more areas that you are most comfortable reviewing:
(A) New product/device invention or innovative improvements (B) Innovative Process Improvement or invention (C) Innovative Service model or Processes (D) Others (Specify for consideration)  Other Areas:
Comments to Chair:
Submit Form

• After submit, you will get a success message and system mail about your commit information.

## Global Competition on Systematic Innovaton (GCSI)



#### **Author / Reviewer Data Form**

Thank you for signing up. We have emailed you a confirmation with your information.

If you have any questions, please contact the Program Chair

# 2.0 Sign in

Enter the website(<a href="https://web.i-sim.org/icsi/icsi2019/Submissions/gcsi/Conf/openconf.php">https://web.i-sim.org/icsi/icsi2019/Submissions/gcsi/Conf/openconf.php</a>)
Email

again and signinuse

# Global Competition on Systematic Innovaton (GCSI)

OpenConf Peer Review & Conference Management System

OpenConf Home Email Chair

# Author / Reviewer

Sign up / Register (First Time) EnterSign in

# Program Chair:

Sign In

• Please fill in the username (Email) and password, then press the Sign In button.

# **Global Competition on Systematic Innovaton (GCSI)**

)penConf Peer Review & Conference Management System	
penConf Home   Sign-in Home   Reviewer Home   On-line Registra	ation Project Briefing Form Reviewer Guideline
ign Out New Project   Edit Project   Upload Project Briefing Form	n 上傳中文案例說明檔 Upload Present-File Upload
	<b>View Project Briefing Form</b>
Sign In	Sign In
Username:	( forgot username? )
Password:	( forgot password? )

Sign In

# 3.0 Manage submissions

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OpenConf Peer Review & Conference Management System

OpenConf Home | Sign-in Home | Reviewer Home | On-line Registration | Project Briefing Form | Reviewer Guidelines | Update Profile | Email Chair | Sign Out |

New Project | Edit Project | Upload Project Briefing Form | 上海中文案例股明權 | Upload Present-File | Upload Poster | Upload Video | View Project Briefing Form | 查看中文案例股明權 | View Present-File | View Poster |

Sign-in Home

	Sign-in Home
Please	e use the Tabs above to perform the actions your decide:
New F	Project
5	Submit a new project, poster, presentation file or video. A complete submission includes one of the below:
	-A project then presentation file and poster.
	-A project then video and poster.
	-A project, presentation file, video and poster.
Edit I	Project
١	When you decide to change/update a project. [Relevant submission ID, username, password and required.]
Uploa	ad Reg-Form
Y	You only want to upload or update a registration form. [Relevant submission ID, username, password and required.]
Uploa	ad Present-File
Y	You only want to upload or update a presentation file. [Relevant submission ID, username, password and required.]
Uploa	ad Poster
Y	You only want to upload or update a poster. [Relevant submission ID, username, password and required.]

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# 3.1 New Submission

- Submit a new project.
- A submission includes:
  - O A project information. .
  - A project information and presentation.
- After submit, you will get a success message and system mail about your commit information.

# 1. Please click the New Submission link.

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## Sign-in Home

Please use the Tabs above to perform the actions your decide:

### **New Project**

Submit a new project, poster, presentation file or video. A complete submission includes one of the below:

- -A project then presentation file and poster.
- -A project then video and poster.
- -A project, presentation file, video and poster.

### **Edit Project**

When you decide to change/update a project. [Relevant submission ID, username, password and required.]

#### **Upload Reg-Form**

You only want to upload or update a registration form. [Relevant submission ID, username, password and required.]

#### **Upload Present-File**

You only want to upload or update a presentation file. [Relevant submission ID, username, password and required.]

#### **Upload Poster**

You only want to upload or update a poster. [Relevant submission ID, username, password and required.]

## 2. Fillin all information.

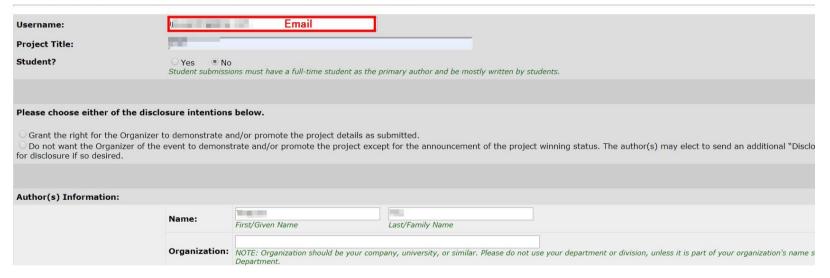
Notice: Username is your login account(Email).

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## Project

Please review the entire form before starting to fill it out to ensure you have all the required information.



3. Then press the Register Project button under bottom.



4. You will see a page that inform you have registered successfully. Please remember the project ID. Then press the **Process to upload file** button.

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5. Then fill the blank with ID number and your Password as well as select a document (Project Information Form) that you are going to upload. (Please also kindly choose the format: Microsoft word.) Then press the Upload Register Form button.

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6. You will see a page that inform you have Upload Project Briefing Form successfully.\
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