

**AUTHOR'S GUIDE**  
**EasyChair USM-SDGs 2022**

**Universitas Semarang**  
**2022**

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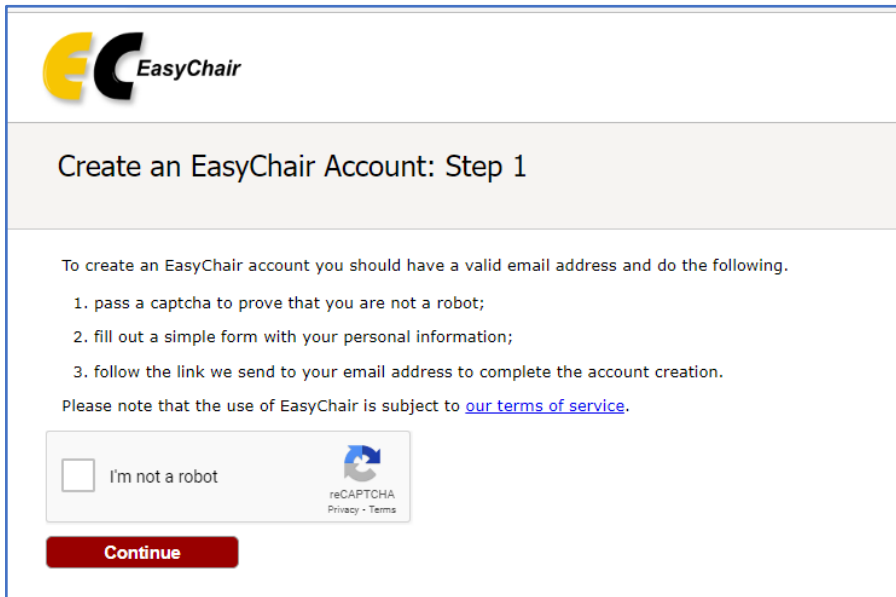
# 1. EasyChair Registration

## 1.1. Registration

If you don't have an EasyChair account yet, please register at the following website address:

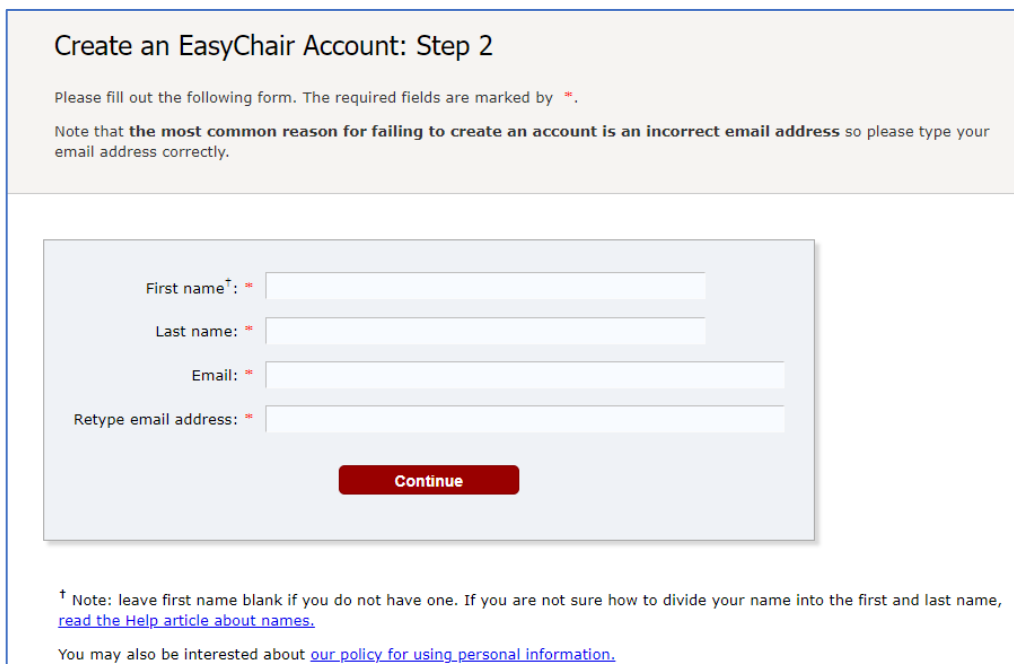
<https://easychair.org/account/signup>

- The first step, fill in the available Captcha, then click “Continue”.



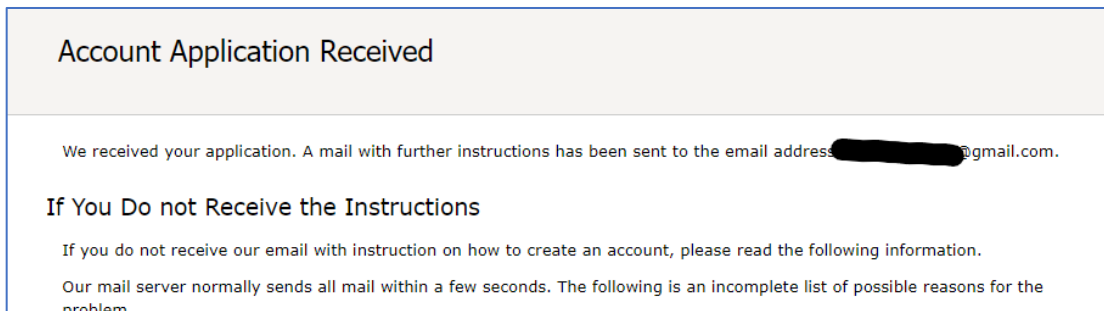
The screenshot shows the 'Create an EasyChair Account: Step 1' page. At the top left is the EasyChair logo. Below it, the title 'Create an EasyChair Account: Step 1' is displayed. The main content area contains instructions: 'To create an EasyChair account you should have a valid email address and do the following.' followed by a numbered list: 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. Below the list, it says 'Please note that the use of EasyChair is subject to [our terms of service](#).' At the bottom of the instructions is a reCAPTCHA widget with the text 'I'm not a robot' and a 'Continue' button.

- Then fill in the form provided until you get a message that the account registration has been accepted.

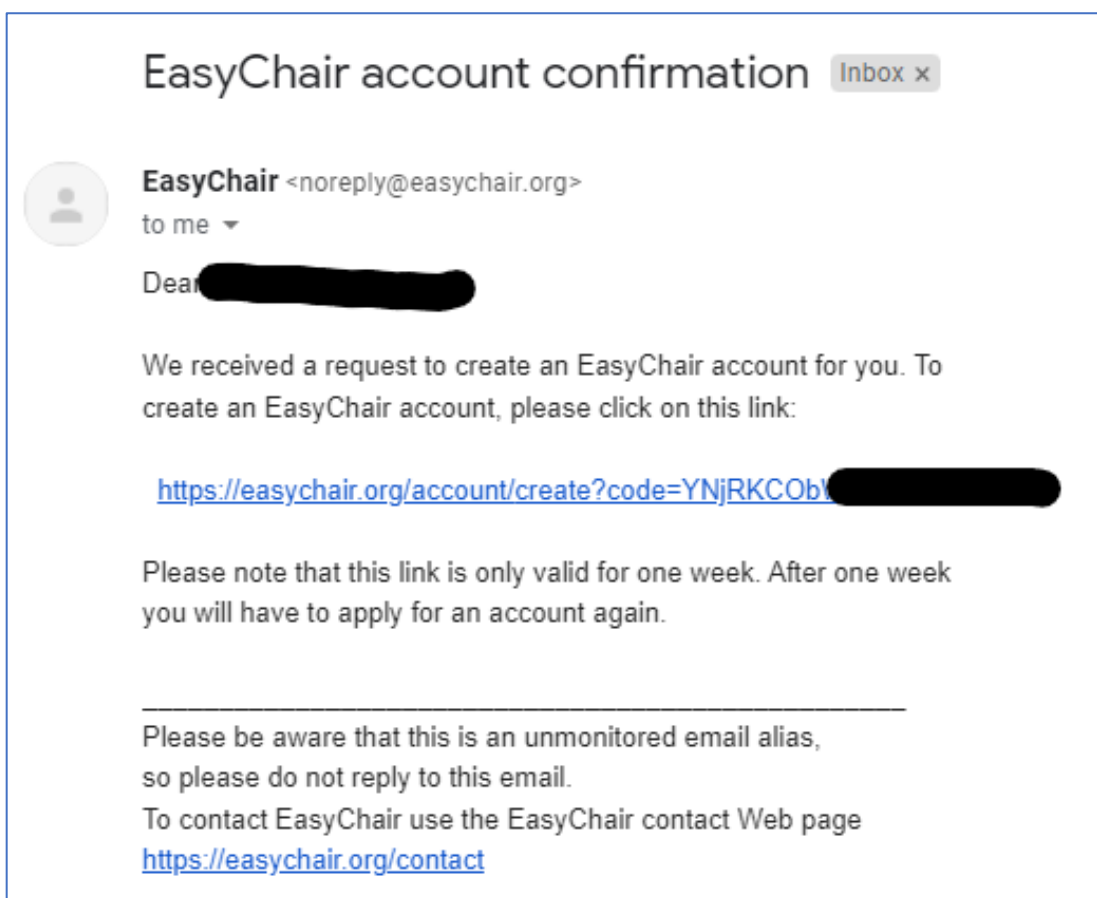


The screenshot shows the 'Create an EasyChair Account: Step 2' page. The title is 'Create an EasyChair Account: Step 2'. Below the title, it says 'Please fill out the following form. The required fields are marked by \*.' and 'Note that the most common reason for failing to create an account is an incorrect email address so please type your email address correctly.' The form area contains four input fields: 'First name†: \*', 'Last name: \*', 'Email: \*', and 'Retype email address: \*'. A red 'Continue' button is positioned below the fields. At the bottom of the page, there is a footnote: '† 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](#).'

- Below is a message if the account has been accepted and an account confirmation has been sent to your email.



- After that, please check your email and open it on the link provided, as shown in the image below.



- After the link is opened, you will be given a form, complete the form.

### Create an EasyChair Account: Last Step

Hello Angga Irham Stianto! 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

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Enter your personal data.

First name<sup>†</sup>: \*

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

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Enter your password

Password: \*

Retype the password: \*

**Create my account**

- If there are no errors, you will get a message that the EasyChair account has been successfully created as shown below.

### Account Created

**Your EasyChair account has been created!**

If you want to submit to a conference or a journal hosted by EasyChair, you should find the conference or journal Web page and follow the link to its EasyChair submission page.

For anything else, including publishing a preprint, [click here to log in to EasyChair](#).

## 2. Submit Articles

### 2.1. Login and Submit Articles

There are two ways to login to EasyChair, First, login to EasyChair by visiting the following link <https://easychair.org/account/signin> if you have logged in to submit articles, go to this link <https://easychair.org/conferences/?conf=usmsdgs2022>. The second is to visit the EasyChair Conference directly. Here will be given an example of login via EasyChair Conference address.

- First open the address <https://easychair.org/conferences/?conf=usmsdgs2022>, fill in the login form provided.

Log in to EasyChair for USM SDGs 2022

Email address or user name:

Password:

**Log in**

[Forgot your password?](#)  
[Problems to log in?](#)  
[Create an account](#)

Submission of new papers for USM SDGs 2022 (International Conference On Sustainable Development Goals : The Role Of Higher Education in Achieving SDGs) is open.

- If you have successfully logged in, a display like the image below will appear. Next submit an article by pressing “make a new submission”.

Conferences CFP VCS Preprints Slides EasyChair

USM SDGs 2022 (International Conference On Sustainable Development Goals : The Role Of Higher Education in Achieving SDGs)

You are logged in to USM SDGs 2022 (International Conference On Sustainable Development Goals : The Role Of Higher Education in Achieving SDGs).

Use the links below to access USM SDGs 2022.

Author

- [make a new submission](#)

CFP

This conference has a call for papers on the EasyChair Smart CFP:

- [view call for papers](#)

 USM SDGs 2022: International Conference On Sustainable Development Goals : The Role Of Higher Education in Achieving SDGs  
Semarang University  
Semarang, Indonesia, July 30-31, 2022

Conference website	<a href="https://sdgs.usm.ac.id/">https://sdgs.usm.ac.id/</a>
Submission link	<a href="https://easychair.org/conferences/?conf=usmsdgs2022">https://easychair.org/conferences/?conf=usmsdgs2022</a>

- Complete the form to submit an article, then press the submit button.

### New Submission for USM SDGs 2022

Follow the instructions, step by step, and then use the "Submit" button at the bottom of the form. The required fields are marked by \*.

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#### Author Information

For each author 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 not corresponding authors. These authors will also have no access to the submission system.
- **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.
- One of the authors should be marked as a **presenter**. If you are not sure, choose your best guess.

**Author 1** ([click here to add yourself](#))

First name<sup>T</sup>: \*

Last name: \*

Email: \*

Country/region: \*

Organization: \*

Web page:

corresponding author  
 presenter

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#### Topics

Please select topics relevant to your submission from the following list. Topics are typically used for assigning submissions to reviewers and for conference analytics.

<input type="checkbox"/> Food safety, security, and technology	<input type="checkbox"/> Renewable Energy
<input type="checkbox"/> Circular Economy	<input type="checkbox"/> Climate Change
<input type="checkbox"/> Sustainable Consumption and Production	<input type="checkbox"/> Sustainable Agriculture
<input type="checkbox"/> Sustainable Supply Chain	<input type="checkbox"/> Industry, Technology Information, Innovation, and Infrastructure
<input type="checkbox"/> Economic Growth and Development	<input type="checkbox"/> Gender Equality
<input type="checkbox"/> Peace, Justice, and Strong Institutions	<input type="checkbox"/> Environmental, Social, and Governance (ESG) Strategies in Business
<input type="checkbox"/> Topics related to The 17 Sustainable Development Goals (SDGs)	

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#### Files

The following part of the submission form was added by USM SDGs 2022. It has neither been checked nor endorsed by EasyChair

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**Paper.** Upload your paper. The paper must be in Word format (file extension .doc .docx)

No file chosen

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Ready?

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