EasyChair tutorial (logging in, submitting a paper)

1. Log in to conference system

- Go to EasyChair MME2016 conference webpage: https://easychair.org/conferences/?conf=mme2016
- Use your User name and Password to log in (Figure 1).
- If you forgot your username or password click on forgot your password below and follow the system instructions.

Figure 1: Log in to EasyChair for MME 2016

2. Submitting a paper

- Go to the List of participants section at MME 2016 conference webpage:
  http://mme2016.tul.cz/index.php?page=listofparticipants
- Check if your abstract was accepted (Figure 2).

Figure 2: Abstract accepted

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- If your abstract was accepted, log in to the MME 2015 conference submission system (EasyChair): https://easychair.org/conferences/?conf=mme2016
- From the main menu (on top) choose Submission # (# denotes the number of your submission) and then click on Update files on the right side(Figure 3). Please, do not choose New Submission!
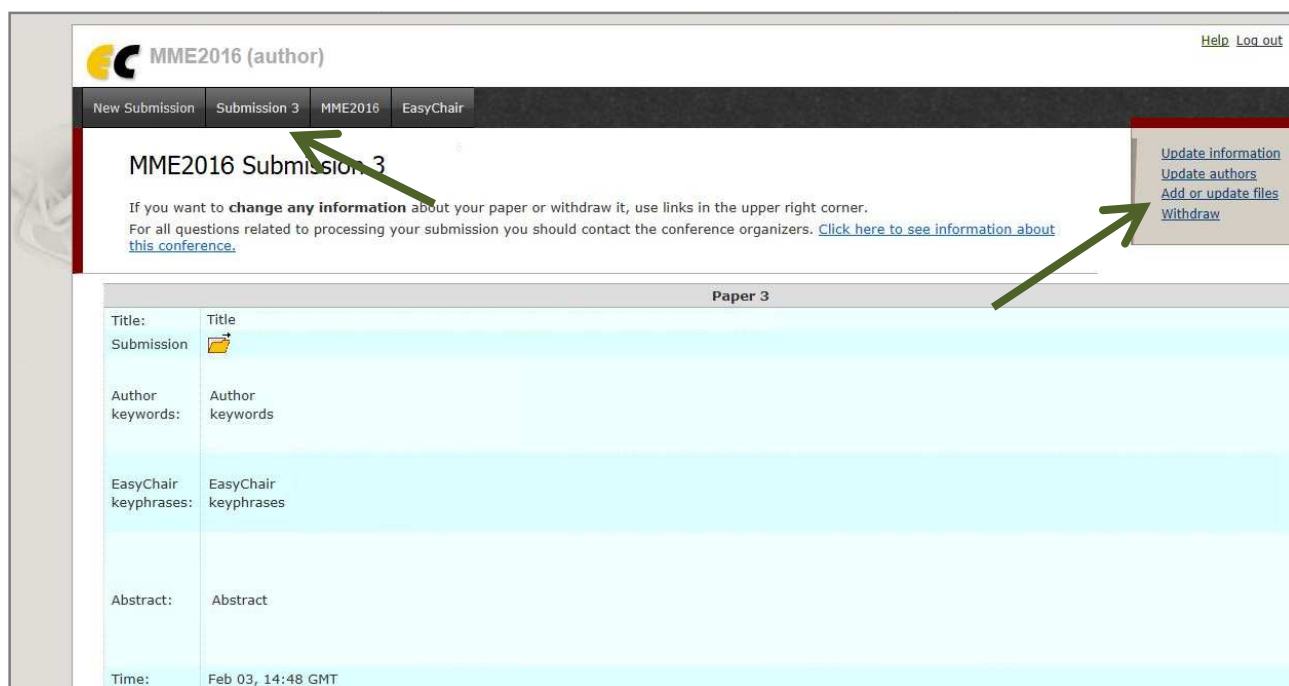

Figure 3: Submitting a paper

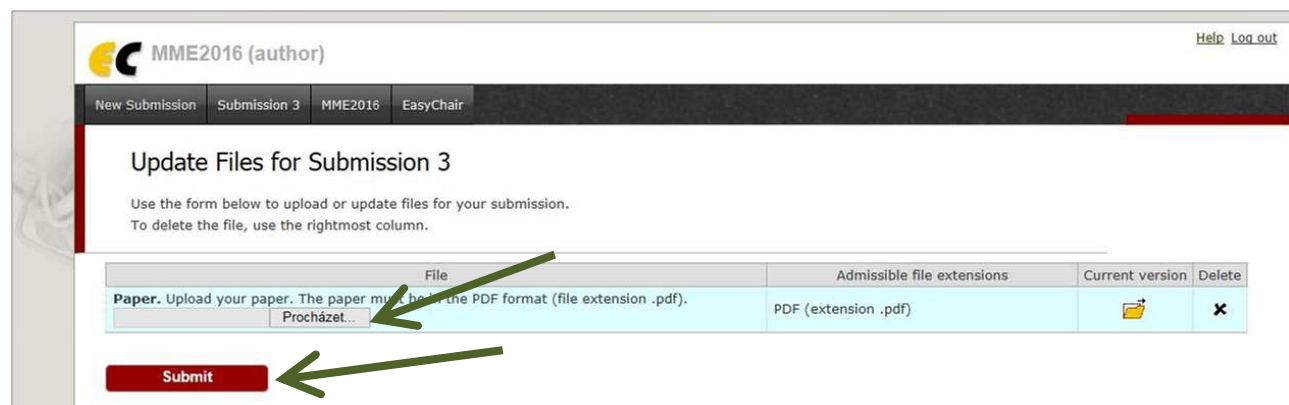- Upload a PDF version of your paper into the Submission box. Click on Submit (Figure 4).

Figure 4: Submitting the PDF version of your paper