



62nd ISI World Statistics Congress 2019 - Kuala Lumpur, Malaysia How to submit IPS Abstract through Submission System

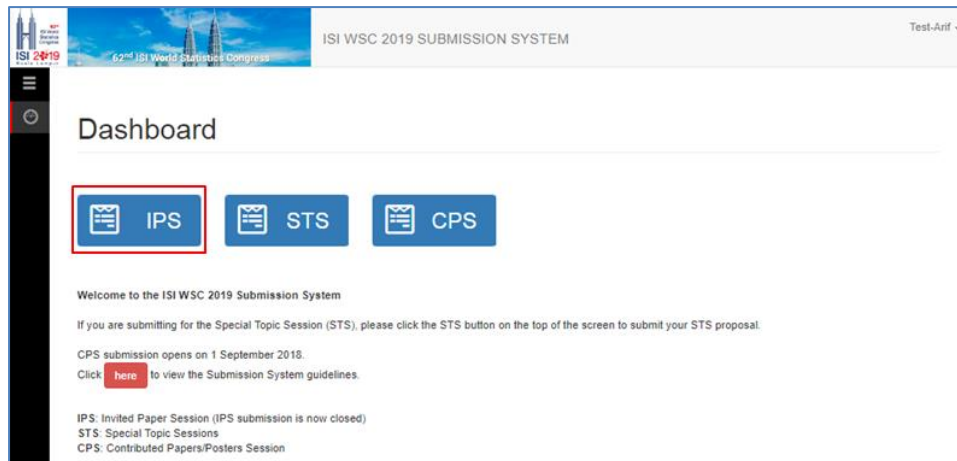
1. Visit the Congress website at www.isi2019.org
2. On the menu bar, click [Submission System](#) button to view the Submission System guidelines.
3. You will see the Single Sign-on (SSO) Submission System log in screen (below). Enter your email and password to log on to your account for ISI WSC 2019 Congress. Click on **Can't access your account?** to get help to reset your password.

A screenshot of the login page for the ISI 2019 Submission System. The page has a header with the ISI 2019 logo and a banner image of the Petronas Towers. Below the header, the text "Sign in" is displayed. There are two input fields: "Email" and "Password". A blue "Login" button is positioned below the password field. At the bottom of the form, there are three links: "CODE login? Click here", "No account? Create one!", and "Can't access your account?".

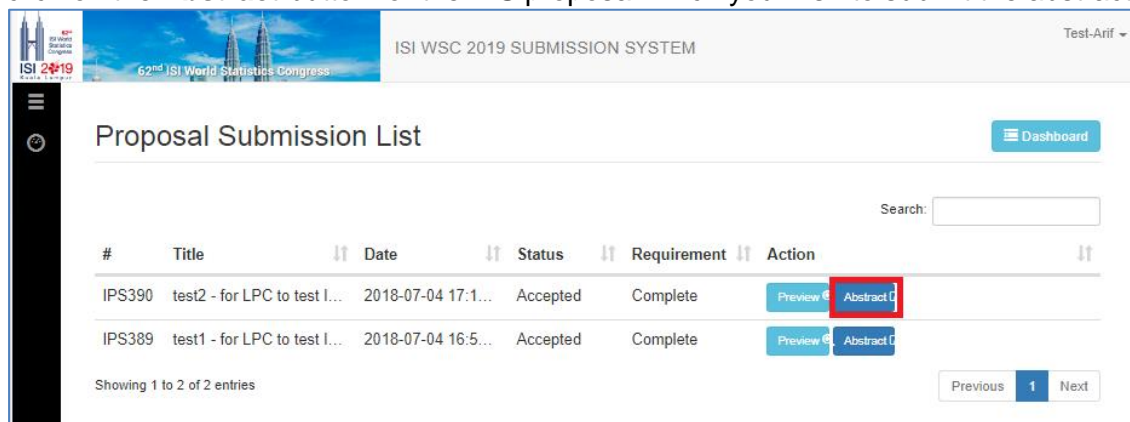
Click on **Can't access your account?** to get help to reset your password.

A screenshot of a small dialog box titled "Can't access your account?". It contains an "Email" input field. At the bottom right, there are two buttons: "Close" and "Help me".

4. Please select **IPS**



- System will show you the IPS Proposal(s) which you have submitted as below. Please click on the **Abstract** button for the IPS proposal which you wish to submit the abstract.



- Click on **+ New Submission**.



- Please enter **Abstract Title** and **Abstract Content** in the columns as below.

IPS ABSTRACT

Abstract Title *

Abstract Content *

Characters: 0 ▲

Note: Please enter not more than 3000 characters (approximately 450 words).

8. Please enter **minimum 3 keywords** for the abstract.

Key Word 1 *

Key Word 2 *

Key Word 3 *

Key Word 4

Key Word 5

Note: Minimum 3 key words are required per abstract.

9. Please enter **Brief Presenter CV** and upload **Presenter Photo**

Brief Presenter CV *

Characters: 0 ▲

Note: Please enter not more than 1500 characters (approximately 250 words)

Presenter Photo Upload ?

No file chosen

Back
Submit

Once the above information is provided, please click on **Submit** button.

10. System will lead user to the **Person Type** page as below. Please select **+ Add Main Author** button to add main author of the abstract. (Main author may not be the speaker)

The screenshot shows the 'Person Type' page. At the top right, there is a user profile 'Test-Arif'. A blue button labeled 'Abstract Listing' is in the top right. The main heading is 'Person Type'. Below it are two buttons: '+ Add Main Author 0' (highlighted with a red box) and '+ Add Co-Author 0'. A red note below reads '* Minimum Requirement - Main Author : 1'. There is a search icon and a search bar. Below is a 'Person List' table with columns '#', 'Name', and 'Action'. The table is empty, with the message 'No data available in table' at the bottom.

11. From the User Information, if you are the speaker who will be presenting during the Congress and you are also the main author of the abstract, please check the box as Main Author and click on **Save** button. This will save you from entering your information again.

However, if you are a speaker but not the main author of the abstract, please enter the information of the main author as below and click the **Save** button.

The screenshot shows two forms. The top form is 'User Information' with fields for Email (arif.hussin@aosconventions.com), Name (Arif H), and Organisation (AOSCE). There is a checkbox 'Please check this if you are Main Author'. Below are 'Back' and 'Save' buttons. The bottom form is 'Add Person - Main Author' with fields for Email, First Name, Middle Name, Last Name, and Organisation, all marked with an asterisk. Below are 'Back' and 'Save' buttons.

12. System will lead user back to the **Person Type** page. Please select **+ Add Co-Author** button to add co-author(s) (if any). Should there is no co-author for the abstract, please click on the **Submit** button to submit your abstract.

ISI WSC 2019 SUBMISSION SYSTEM

Person Type

+ Add Co-Author 0

* Minimum Requirement - Main Author : 1

Preview Submit

Person List

Search:

#	Name	Type	Organisation	Action
1	Arif H	Main Author	AOSCE	Preview Edit Remove

Showing 1 to 1 of 1 entries

Previous 1 Next

13. Please enter the information for co-author(s), if any.

Add Person - Co-Author

Person Information Form 1

Email *

First Name *

Middle Name

Last Name *

Organisation *

Back Save Add New Person

14. Once the information for main author and co-author is completed, user may **Submit** the abstract from **Person Type** page. System will check for user confirmation prior to the submission.

Person Type

+ Add Co-Author 1

* Minimum Requirement - Main Author : 1

Preview Submit

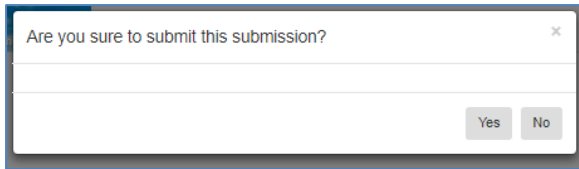
Person List

Search:

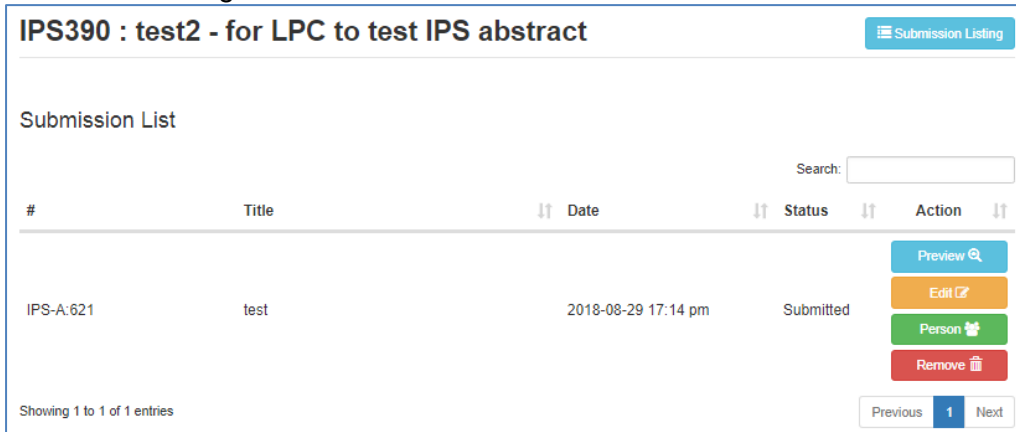
#	Name	Type	Organisation	Action
1	Arif H	Main Author	AOSCE	Preview Edit Remove
2	John Smith	Co-Author	ABC University	Preview Edit Remove

Showing 1 to 2 of 2 entries

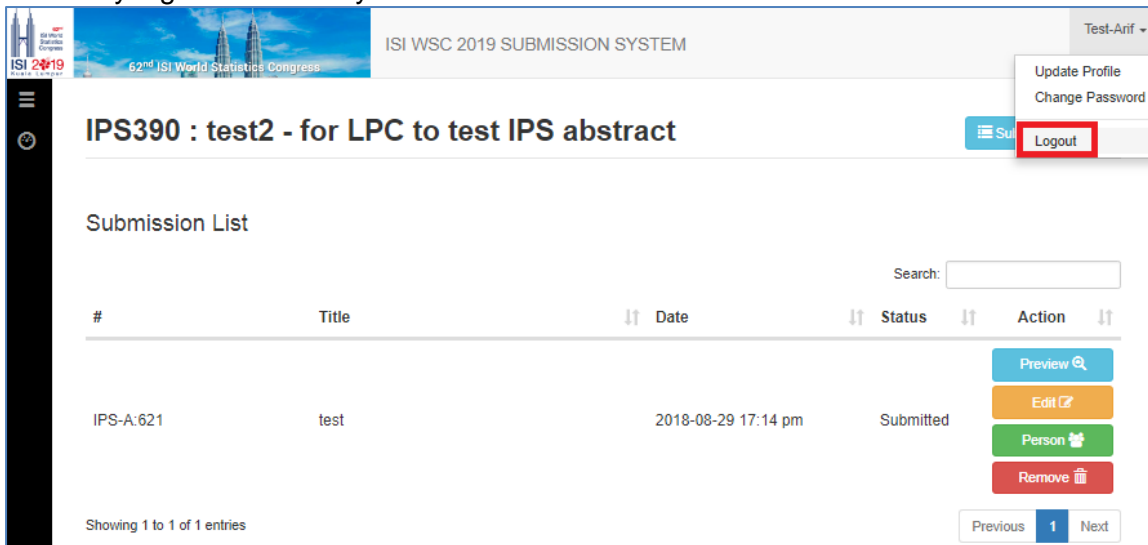
Previous 1 Next



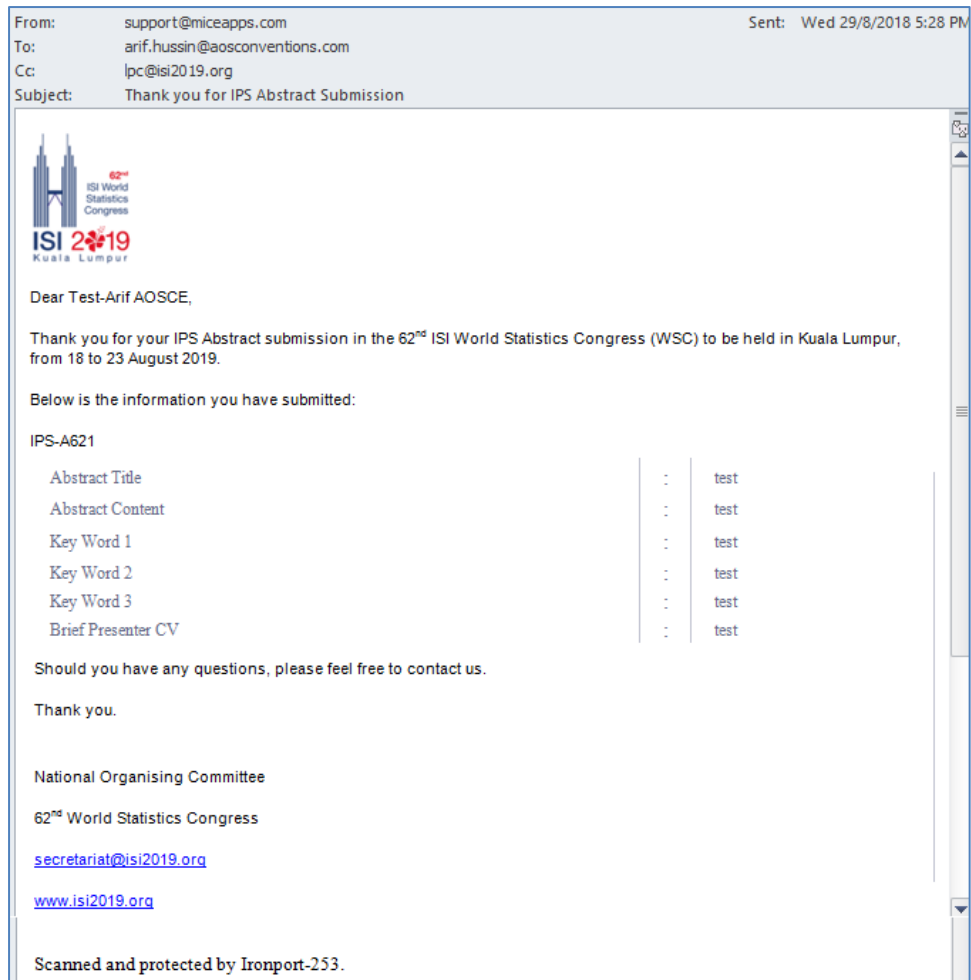
15. System will lead user back to **Submission List** page as below. User may edit the content of the abstract and person by selecting **Edit** and **Person** buttons, respectively, before the closing date of IPS abstract submission date on 1 Nov 2018.



16. User may logout from the system once the submission is done.



17. Notification email will be sent to your email as confirmation.



18. For assistance, please contact LPC at lpc@isi2019.org or Secretariat at secretariat@isi2019.org.

Thank you for your time and we look forward to receive your IPS Abstract!