

## STEP-BY-STEP INSTRUCTIONS


Uploading Pre-recorded Videos (ORAL)  
or Poster & Pre-recorded Poster Previews (POSTER)

1. Prepare:
  - **Oral Presentations: Pre-recorded videos** according to the instructions at <https://ieee-nems.org/2020/presentation-guidelines/>.
  - **Poster Presentations: Both Posters and 5-min Pre-recorded Previews** according to instructions at <https://ieee-nems.org/2020/presentation-guidelines/>.
2. Go to IEEE-NEMS 2020 Submission Site: <https://www.softconf.com/j/ieee-nems2020/>:
3. Enter "Username" and "Password":

2020 IEEE International Conference on Nano/Micro Engineered and Molecular Systems

**IEEE-NEMS 2020**

All-virtual Format  
27-30 September 2020

<p>For participants:</p> <ul style="list-style-type: none"><li>• Click <a href="#">HERE</a> to register as a participant to the event.</li><li>• To access options regarding a previous participant registration, enter the participant passcode here.</li></ul> <p style="text-align: center;"><input type="text"/> <input type="button" value="ENTER"/></p> <p><i>If you lost the passcode for your participant registration, click <a href="#">HERE</a>.</i></p>	<p>Please login to access to the submission website:</p> <p>Enter Username: <input type="text"/>  <b>Enter!</b></p> <p>Enter Password: <input type="password"/>  <b>Enter!</b></p> <p style="text-align: center;"><input type="button" value="ENTER"/></p> <p><i>New user? please register first by clicking <a href="#">HERE</a>.</i></p> <p><i>If you lost or forgot your password, click <a href="#">HERE</a>.</i></p>
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START Conference Manager (V2.61.0 - Rev. 6099)

4. Click "Your current Submission(s)":

IEEE-NEMS 2020      START Conference Manager      Jin-Woo Kim (jwkim)

User Manager Committee Publication Registration      6 Warnings!      Usr Mgr FAQ ☆ 🔔


### User Console

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**Account Information**

[Update Profile](#)  
[Change Password](#)  
[Go to the Global Profile](#)

**Submission(s)**

[Your current Submission\(s\)](#)  **Click!**

**Main Conference Links**

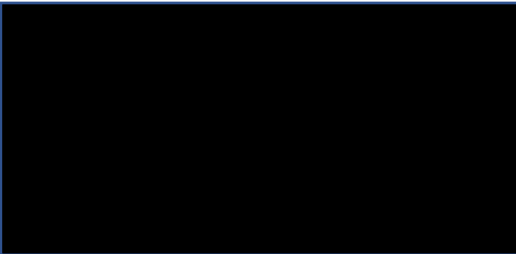
[Manager Console](#)  
[Committee Console](#)  
[Publication Console](#)  
[Participant Registration and Payment Console](#)

**Registration and Payment**

[Register to Attend the Event](#)  
[Access an Existing Registration](#)

**Logout**

[Logout](#)



5. Select the Abstract or Paper to upload video or poster:

The screenshot shows the '2020 IEEE International Conference on Nano/Micro Engineered and Molecular Systems - Your Submissions' page. At the top, there is a navigation bar with 'IEEE-NEMS 2020', 'START Conference Manager', and 'Jin-Woo Kim (jwkim)'. Below the navigation bar, there are links for 'User', 'Manager', 'Committee', 'Publication', and 'Registration', along with a '6 Warnings!' indicator and 'Usr Mgr', 'FAQ', and a help icon. The main heading is '2020 IEEE International Conference on Nano/Micro Engineered and Molecular Systems - Your Submissions'. Under 'Your submissions', there is a list of four items, each with a radio button and a title: '2-Page Abstract or Full Paper 1017:', '2-Page Abstract or Full Paper 1018:', '2-Page Abstract or Full Paper 1020:', and '2-Page Abstract or Full Paper 1049:'. The titles for items 1017, 1018, and 1049 are redacted with black boxes. A red arrow points to the radio button for item 1020, with the text 'Click!' next to it. Below the list, there is a section titled 'Access to submissions using the passcode'. It contains the text: 'If you want, you can access your submission using a passcode which can be entered below.' followed by a text input field and an 'ENTER' button. Below that, it says: 'If you lost the passcode for your submission, click [HERE](#).' followed by a 'Back' button. At the bottom, it says 'START Conference Manager (V2.61.0 - Rev. 6099)'.

6. Select "Final camera-ready submission":

The screenshot shows the '2020 IEEE International Conference on Nano/Micro Engineered and Molecular Systems' page. At the top, there is a navigation bar with 'IEEE-NEMS 2020', 'START Conference Manager', and 'Jin-Woo Kim (jwkim)'. Below the navigation bar, there are links for 'User', 'Manager', 'Committee', 'Publication', and 'Registration', along with a '6 Warnings!' indicator and 'Usr Mgr', 'FAQ', and a help icon. The main heading is '2020 IEEE International Conference on Nano/Micro Engineered and Molecular Systems'. Below the heading, there is a sub-heading 'IEEE-NEMS 2020'. Underneath, there is a title: 'Title: Hybrid Cellulose Nanocrystal / Gold Nanoparticle Nanocomposites for Surface Plasmon Enhanced Property' and authors: 'Authors: Mahshid Iraniparast, Joseph Batta-Mpouma, Gurshagan Kandhola, Min Kim, Joshua Sakon, Jingyi Chen and Jin-Woo Kim'. Below the title and authors, there is a list of items with radio buttons. The first item is 'Final camera-ready submission: Submit your Final camera-ready submission.' A red arrow points to the radio button for this item, with the text 'Click!' next to it. Below the list, there is a section titled 'File upload information'. It contains the text: 'Pre-review document: [2-Page Abstract or Full Paper](#)'. At the bottom, it says 'START Conference Manager (V2.61.0 - Rev. 6099)'.

7. Upload (1) [Oral] Pre-recorded Video; or [Poster] Poster & Pre-recorded Preview (see next page)

## 7. Upload (1) [Oral] Pre-recorded Video; or [Poster] Poster & Pre-recorded Preview

### 2020 IEEE International Conference on Nano/Micro Engineered and Molecular Systems

#### IEEE-NEMS 2020

#### Final Submission Page

**Instructions:** If you want to make corrections to your paper title, or the list of authors, or abstract, you can do so in the fields below. Then, (a) fill in the IEEE electronic copyright for your paper; and then (b) submit the requested file attachments with this form.

Title of Submission:  ← Check Title!

#### List of Authors:

Please enter the complete list of authors for your submission, in the order in which they will appear on the abstract. Add as many slots as you want, to accommodate the total number of authors for your submission. Also note that the order of the authors can be changed by dragging the boxes up and down.

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First name:   
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Affiliation: University of Arkansas  
Remove user Edit user

← Check Author List!

#### Abstract:

You may correct your abstract here. The final version will appear in the book of abstracts for the conference.

← Check Abstract!

Word count: 157 Max allowed: 200

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← Only for "Full Paper"

#### Camera-Ready Full Paper:

The paper should strictly follow the IEEE conference paper format, and the file should be PDF file only which is follow IEEE Xplore PDF compliance requirement. Any paper file without passing the Xplore PDF compliance check will not be included in the conference proceedings.

Upload the camera-ready paper file:  No file chosen

← Only for "Full Paper" -Update it if needed.

(Continue in the next page)

Prerecorded Presentation Video (for both oral and poster presentation)

Mandatory for oral and poster presentation: Prerecorded Presentation Video (max 50MB)  No file chosen

**Upload MPEG-4 file:**

**[Oral Presentation] Upload Pre-recorded Video HERE!**

**[Poster Presentation] Upload Pre-recorded Poster Preview HERE!**

Poster PDF (for poster presentation only)

(Only for poster presentation: Poster PDF (max 50MB)  No file chosen

**[Poster Presentation ONLY]**

**Upload Poster (PDF File) HERE!**

START Conference Manager (V2.31.0 - Rev. 6099)

Finally, click **“Save”** after uploading all the files!

**NOTE:** When preparing videos and posters, please make it sure to read the tips and requirements to prepare the pre-recorded videos (ORAL) or the posters & pre-recorded poster previews at: <https://iee-nems.org/2020/presentation-guidelines/>.