

一、註冊 EasyChair 新帳號(Create a new EasyChair account):

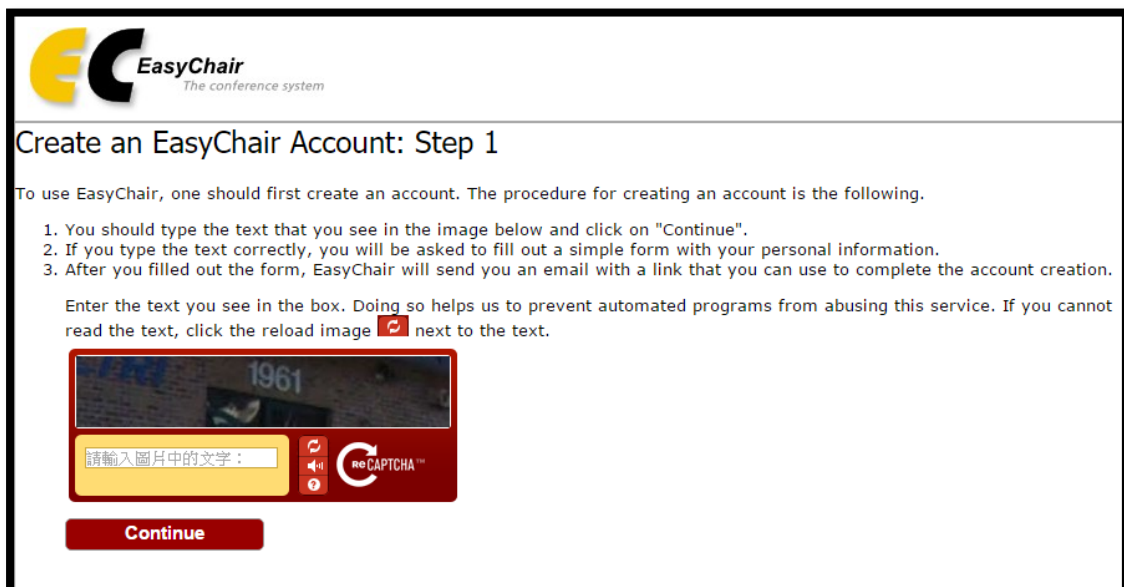
1. 若未註冊 Easy Chair 帳號，請先點選 Create an account。

(If you don' t have EasyChair account , please click Create an account.)



2. 輸入驗證碼後，按下 Continue。

(After entering the verify code , click “Continue” .)



3. 輸入姓名(中英文皆可)以及 Email 後，按下 Continue。

(Entering your name and Email address , click the “Continue” .)

Create an EasyChair Account: Step 2

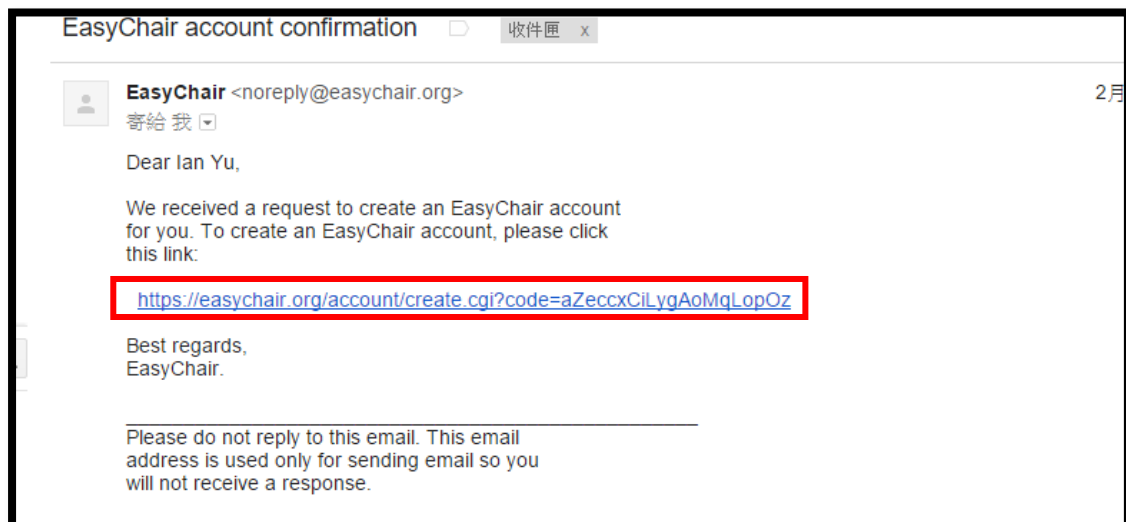
Please fill out the following form. The required fields are marked by (*)
Note that **the most common reason for failing to create an account is an incorrect email address** so please type your email address correctly.

First name [†] (*):	<input type="text"/>
Last name (*):	<input type="text"/>
Email address (*):	<input type="text"/>
Retype email address (*):	<input type="text"/>

Continue

[†] 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.](#)

4. 前往 Email 信箱，點選驗證連結：



5. 開啟驗證連結後，輸入欲申請的帳號名稱(限英文)、個人基本資料(中英文皆可)與密碼，再點選 Create my account 完成註冊：

Create an EasyChair Account: Last Step

Hello Sean Yu! To complete the creation of your account please fill out the following form. You should create the account within 20 minutes, otherwise you will have to fill out this form from scratch.

User names are case-insensitive

User name:

First name[†]:

Last name (*):

Company/organization (*):

Web site:

Phone (*):

Address, line 1 (*):

Address, line 2:

City (*):

Post code (*):

State (US only) (*):

Country (*):

Password (*):

Retype the password (*):

Create my account

[†] 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.](#)

二、投稿流程

1. 進入此網址至 Easy Chair 2016 營建管理研討會頁面 登入

EasyChair 帳號: <https://easychair.org/conferences/?conf=cem2016>



Log in to EasyChair for SCEM 2016

EasyChair uses cookies for user authentication. To use EasyChair, you should allow your browser to save cookies from easychair.org.

User name:

Password:

Log in

If you have no EasyChair account, [create an account](#)
Forgot your password? [click here](#)

2. 點選 New Submission



3. 輸入作者資訊(中英文皆可輸入)，並標示主要聯絡人

(Corresponding author)

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

First name[†] (*):

Last name (*):

Email (*):

Country (*):

Organization (*):

Web site:

corresponding author

Author 2 ([click here to add yourself](#)) ([click here to add an associate](#))

First name[†] (*):

Last name (*):

Email (*):

Country (*):

Organization (*):

Web site:

corresponding author

4. 輸入您的論文名稱及摘要

Title and Abstract

The title and the abstract should be entered as plain text, they should not contain HTML elements.

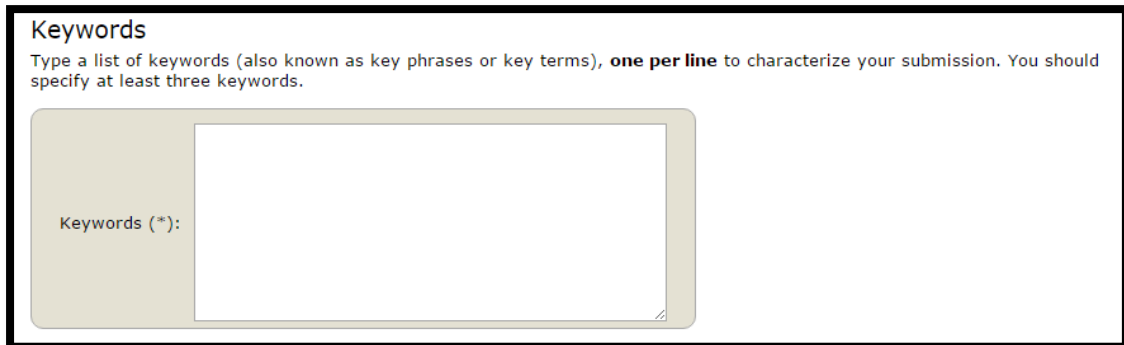
Title (*):

Abstract (*):

5. 輸入您的論文關鍵字，每一行代表一個關鍵字(至少輸入三個)

Keywords
Type a list of keywords (also known as key phrases or key terms), **one per line** to characterize your submission. You should specify at least three keywords.

Keywords (*):



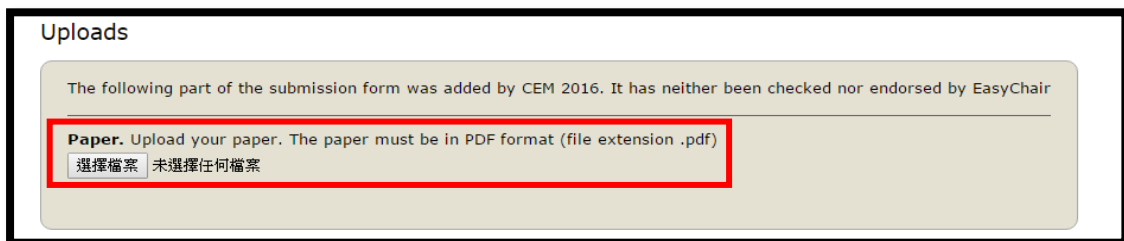
6. 上傳論文檔案，按下選擇檔案，指定您要上傳的論文檔案。

Uploads

The following part of the submission form was added by CEM 2016. It has neither been checked nor endorsed by EasyChair

Paper. Upload your paper. The paper must be in PDF format (file extension .pdf)

選擇檔案 未選擇任何檔案



7. 上傳完畢後，點選 Submit 完成論文投稿

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

Submit

