This guideline is for Regular participants except students

You are required to make a registration and completing payment first before submission of a full paper.

How to register and submit a full paper

NOTE:

Please DO NOT create new account for final submission and registration.

Use the account which you submit one page digest abstract.

If you are the first author and will attend the conference.

Go to the next page

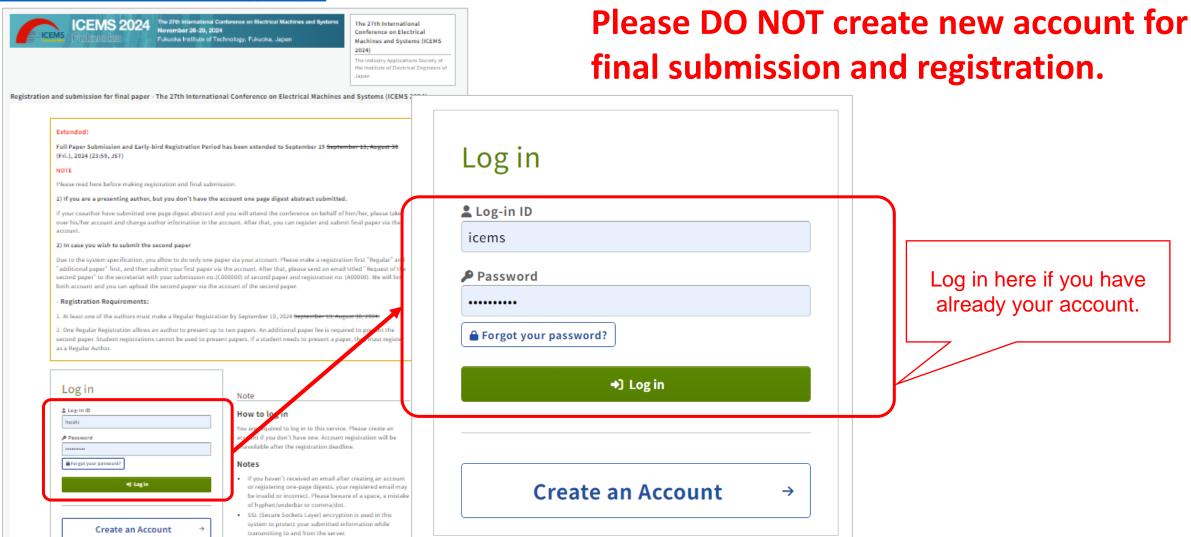
If the first author will NOT attend the conference and a co-author take over him/her...

Click <u>here</u>
To find "GuidelineHow to change the
accountholder"

Go to the next page

How to register (1) – Log in

https://icems.confit.atlas.jp/login

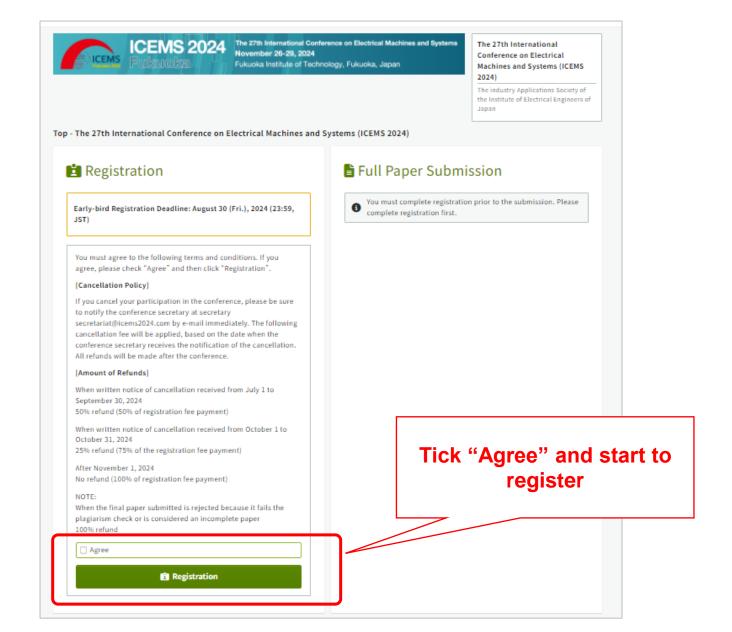


NOTE:

final submission and registration.

Log in here if you have already your account.

How to register (2) – Start to register



How to register (3) – Select your category

Conference Registration Fee Required

	Classification / Items	Amount(Early bird discount period) Until Sep. 19, 2024	Amount
1	☐ 1. Regular Fee for IEEJ/CES/KIEE/IEEE-IAS Member	75,000 JPY	90,000 JPY
2	2. Regular Fee (Non-Member)	80,000 JPY	95,000 JPY
3	 3. Additional Paper Fee for IEEJ/CES/KIEE/IEEE-IAS Member 	20,000 JPY	20,000 JPY
4	 4. Additional Paper Fee (non- Member) 	25,000 JPY	25,000 JPY
5	☐ 5. Student (Valid student ID is required)	45,000 JPY	60,000 JPY

!ATTENTION!

1.One Regular Registration allows an author to present up to two papers with additional paper fee, which is required to present the second paper.

How to register (4) – Accompanying Person

Accompanying Person

Accompanying Person(s) should be a private partner or members of family.

You may register for the reception later after completing registration.

If you are undecided about participation, please do not select this question.

If your accompanying person(s) intend to attend any events of ICEMS2024, Please select how many are you take.

roceed to the next

Classification / Items

Order

Amount

Order

Attend

O JPY

O JPY

O JPY

If your accompanying person(s) wish to join the reception, exhibition and coffee break, please tick here.

Ticket for Accompanying Person

Accompanying Person(s) should be a private partner or members of family.

You may register for the reception later after completing registration.

If you are undecided about participation, please do not select this option and procee question.

If you don't take anybody or your accompanying person(s) will not appear any events of ICEMS2024, please tick here.

	Classification / Items	Amount	Order
1	☐ Ticket for Welcome Reception, Exhibition, Refreshments and Lunches	5,000 JPY	1~

How to register (5) – Social Events

Banquet

You may register for the banquet later after completing registration.

If you are undecided about participation, please do not select this option and proceed to the next question.

	Classification / Items	Amount	Order
1	Registrants (1, 2, 3, 4, 6, 7)	10,000 JPY	1~
2	Student Registrants (5, 8)	5,000 JPY	1~
3	☐ Accompanying Person	15,000 JPY	1~

Technical Tour

Application Deadline: Friday, Oct 29

You may register for the tour later after completing registration.

If you are undecided about participation, please do not select this option and proceed to the next question.

	Classification / Items	Amount	Order
1	Attend	5,000 JPY	1~
2	○ Not Attend	0 JPY	

Family Tour

Application Deadline: Friday, Oct 29

You may register for the tour later after completing registration.

If you are undecided about participation, please do not select this option and proceed to the next question.

	Classification / Items	Amount	Order
1	Attend	5,000 JPY	1V
2	O Not Attend	0 JPY	

Banquet

Register your and your accompanying person(s) when they wish.

Technical Tour

Select the number of attendees including you and your accompanying person(s).

Family Tour

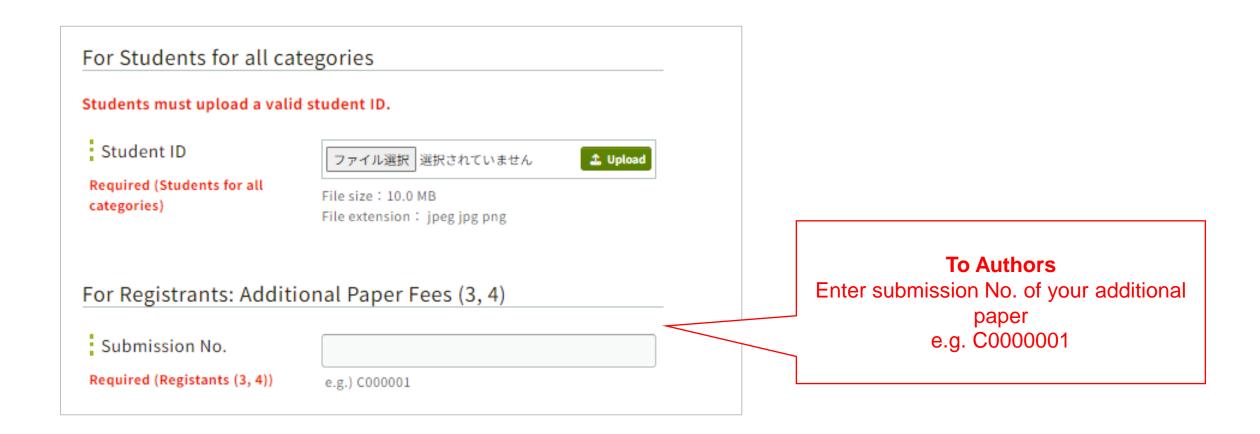
This tour is for your accompanying person(s).

Select the number of your accompanying person(s).

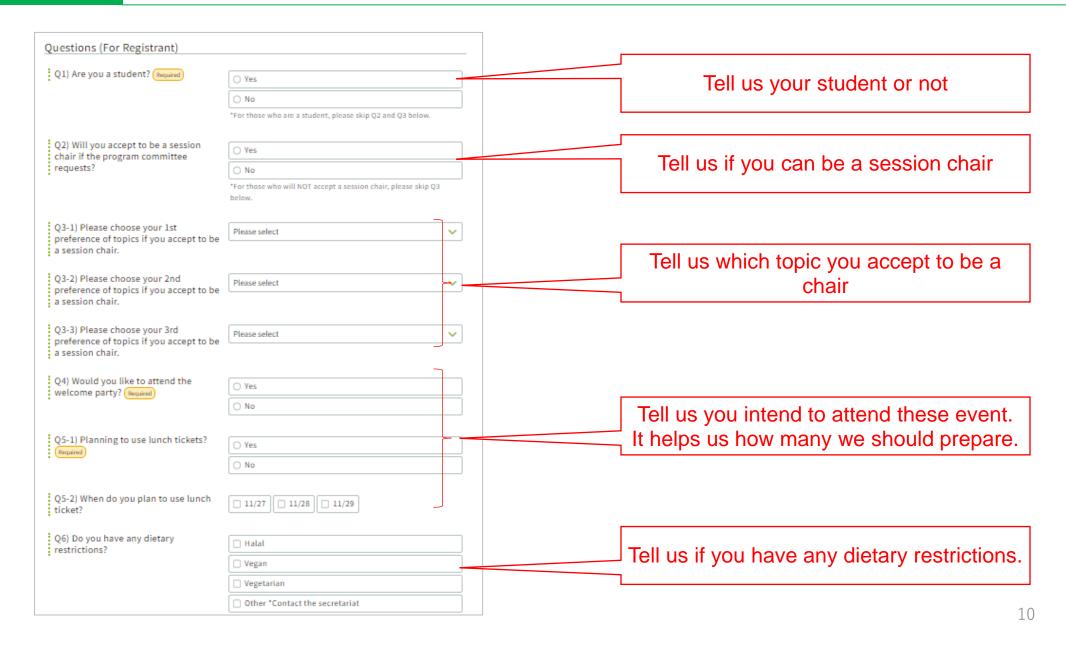
How to register (6) – Your submission no. should be linked

For Registrants: Regular Submission No. Enter your submission No.	Fees (1, 2) e.g.) C000001	To Authors Enter your submission No. e.g. C0000001
For Registrants (1, 3), please e	S/KIEE/IEEE-IAS Member (1, 3) nter Member ID.	
Organization	O IEEJ O CES	To Members of IEEJ/CES/KIEE/IEEE-IAS Select your organization and enter your Member ID.
	O KIEE	
	O IEEE-IAS	
IEEJ/CES/KIEE/IEEE-IAS Member ID [Required (Registrants (1, 3))]		
		8

How to register (7) –Additional paper should be linked



How to register (8) – Questionnaire

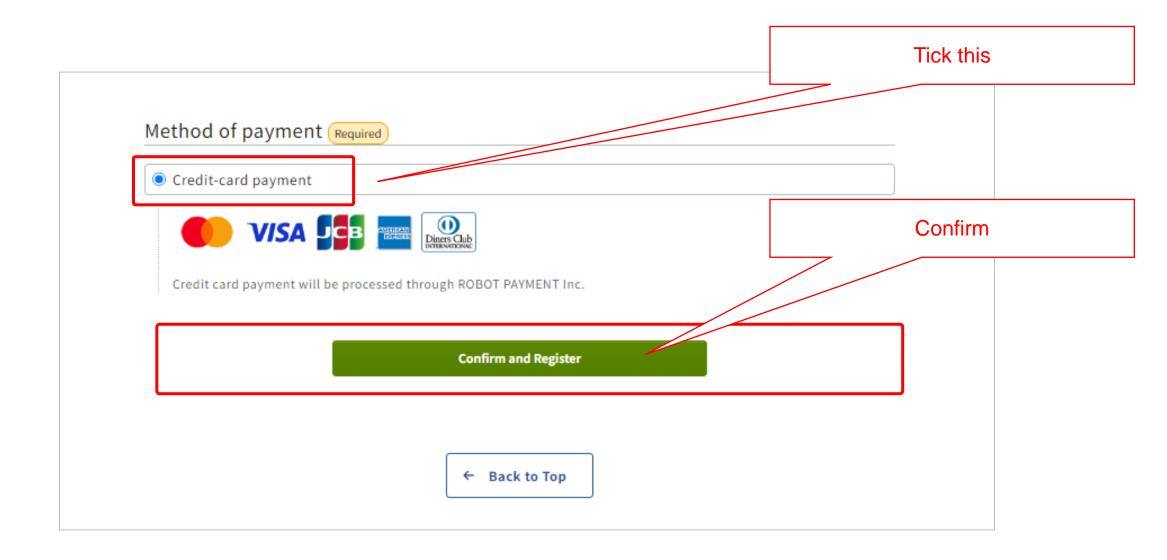


How to register (9) – Questionnaire for your accompanying person

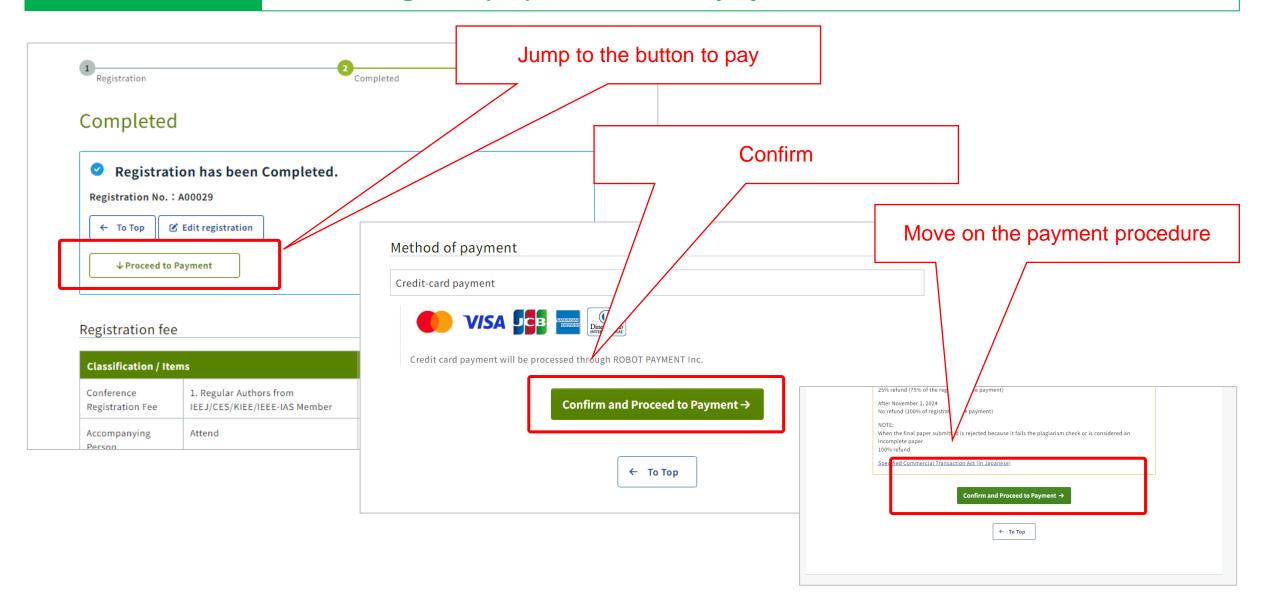
	on, Welcome Reception, Exhibition, Refreshments and Lunches person(s) wish to join the reception, exhibition and coffee break.
Q1) [Accompanying Person 1] Name	
	e.g.) John Smith
Q2) [Accompanying Person 1] Would you like to attend the welcome party?	○ Yes
	О No
Q3-1) [Accompanying Person 1] Planning to use lunch tickets?	○ Yes ○ No
Q3-2) [Accompanying Person 1] When do you plan to use lunch ticket?	□ 11/27 □ 11/28 □ 11/29
Q4) [Accompanying Person 1] Do you have any dietary restrictions?	☐ Halal
	☐ Vegan
	☐ Vegetarian
	Other *Contact the secretariat

Enter their name

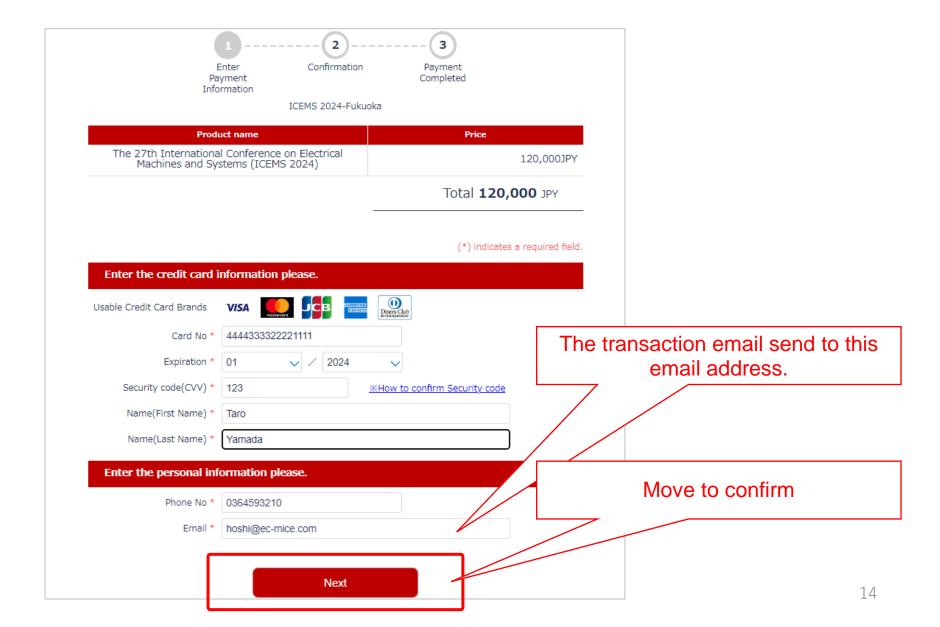
How to register (10) – Confirm your registered information



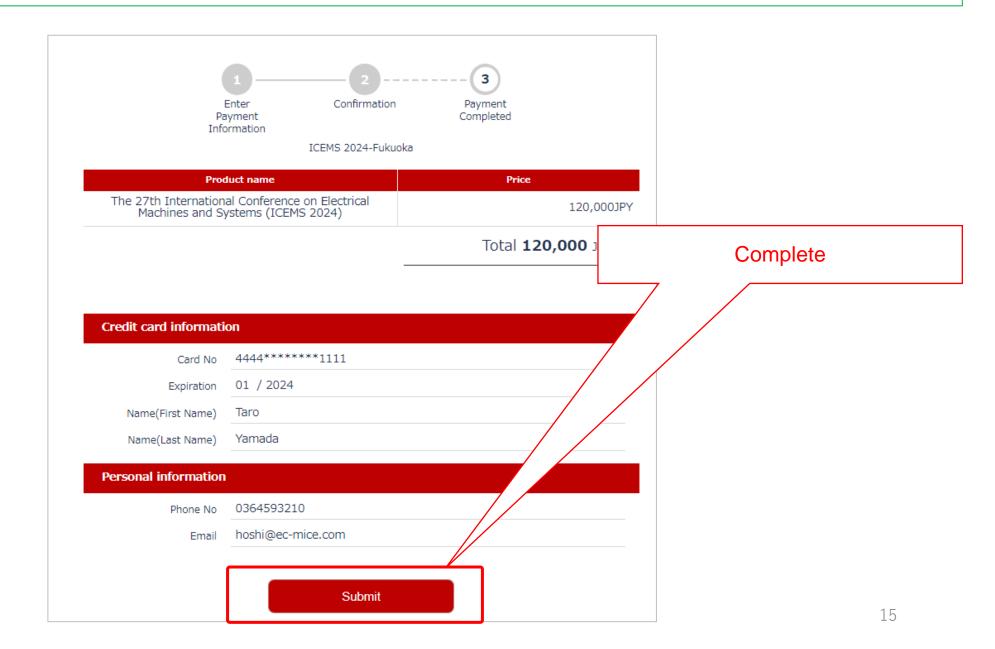
How to register (11) – Proceed to payment



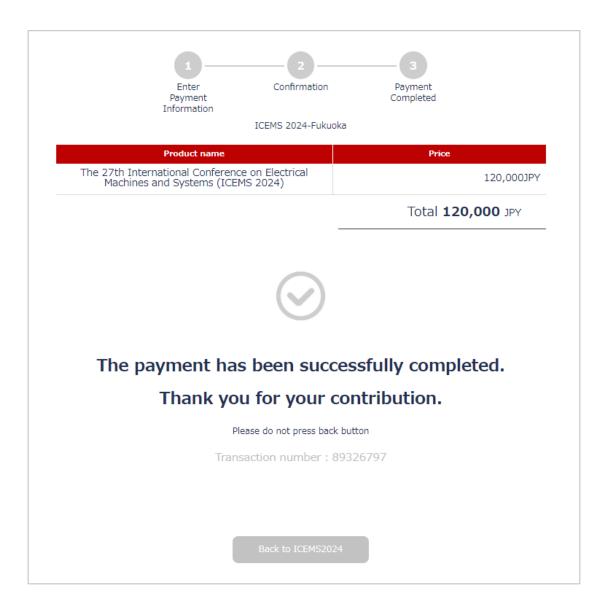
Payment (1) – Enter your credit card information



Payment (2) – Complete the transaction

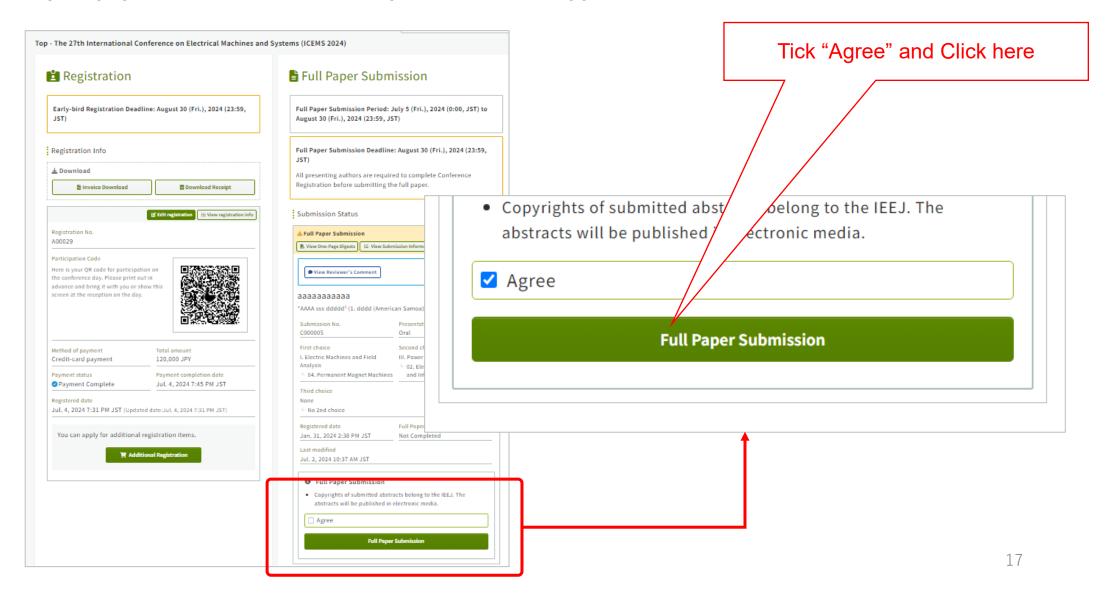


Payment (3) – Completed!

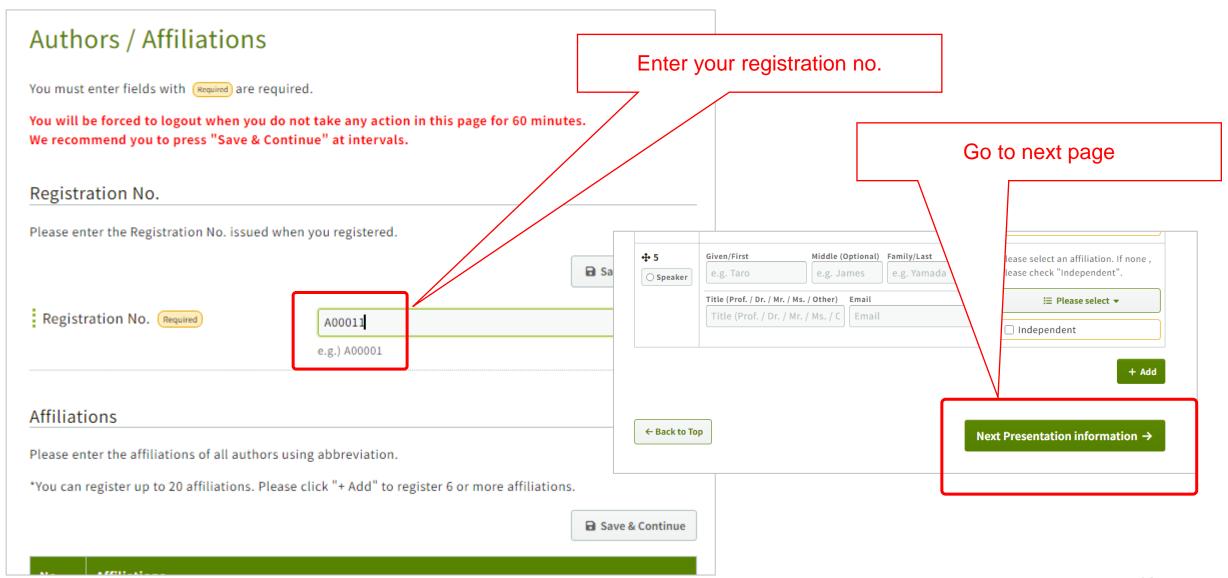


Submit your Full Paper (1) – Move to the submission form

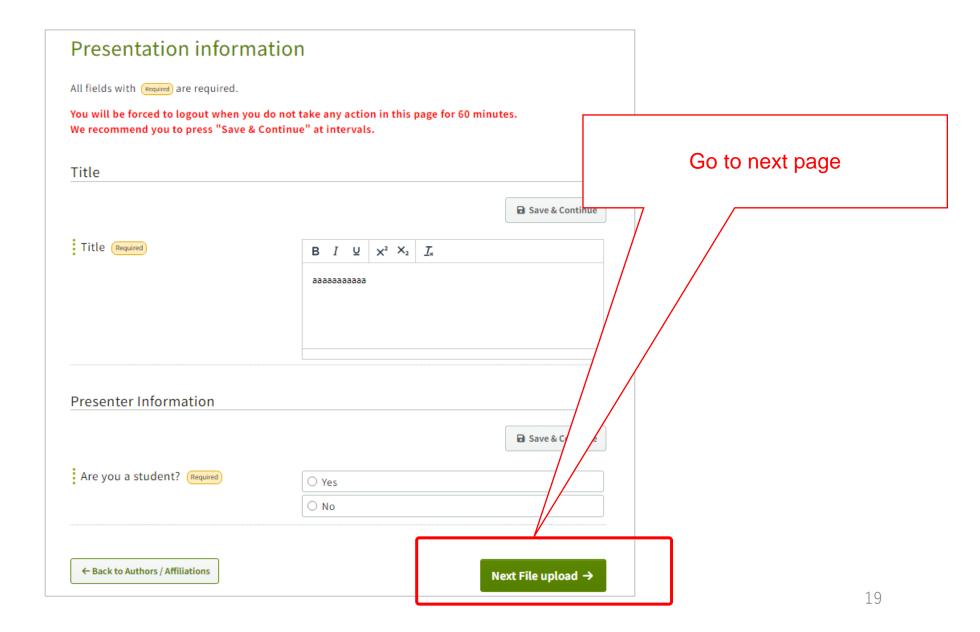
After completed your payment, a button of #Full Paper Submission" appears.



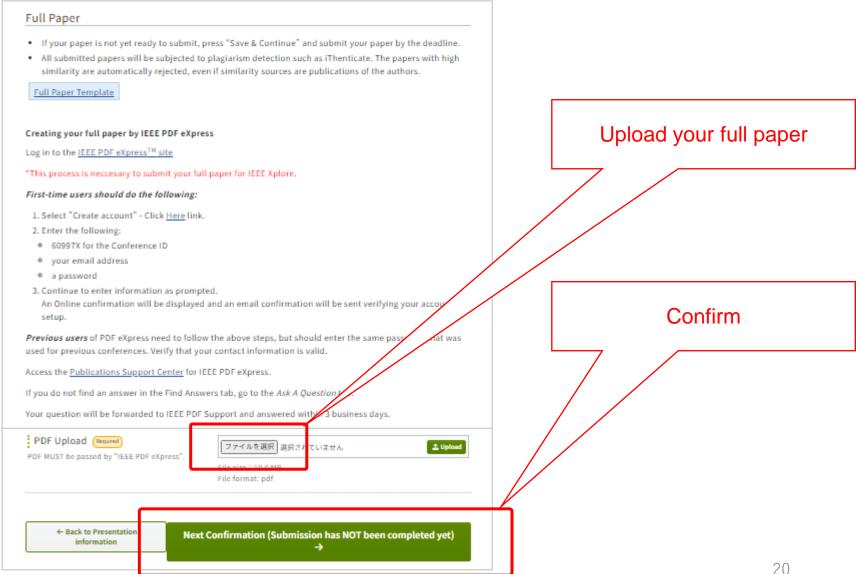
Submit your Full Paper (2) – Enter your registration no.



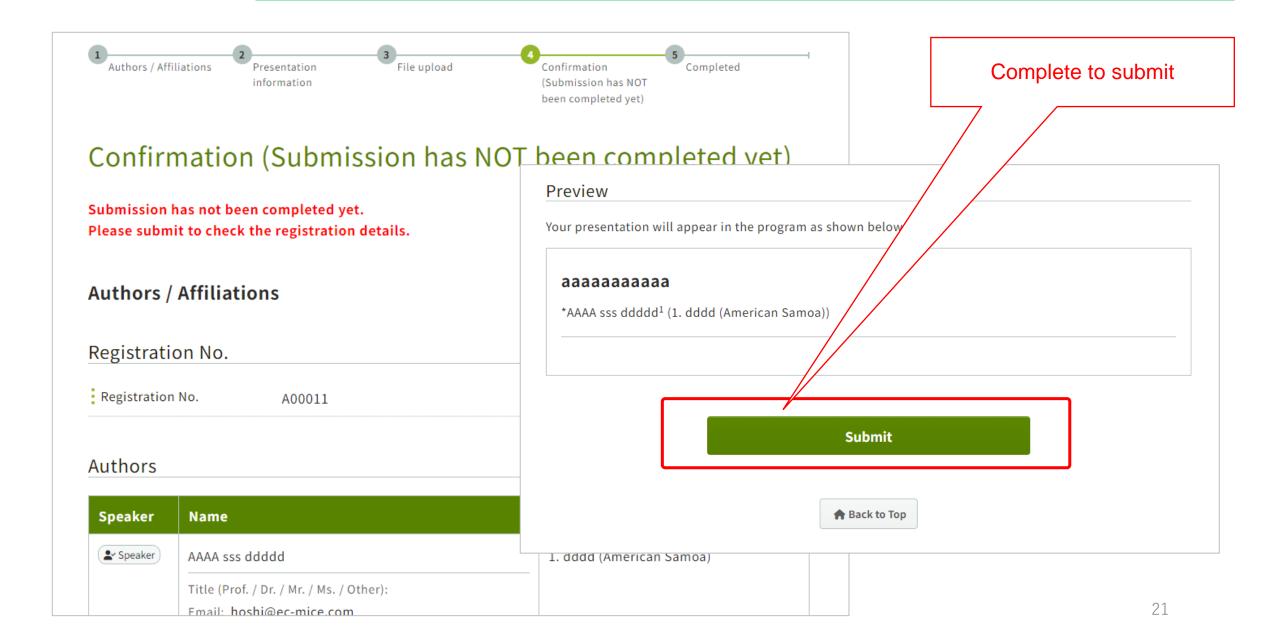
Submit your Full Paper (3) – Confirm your paper title



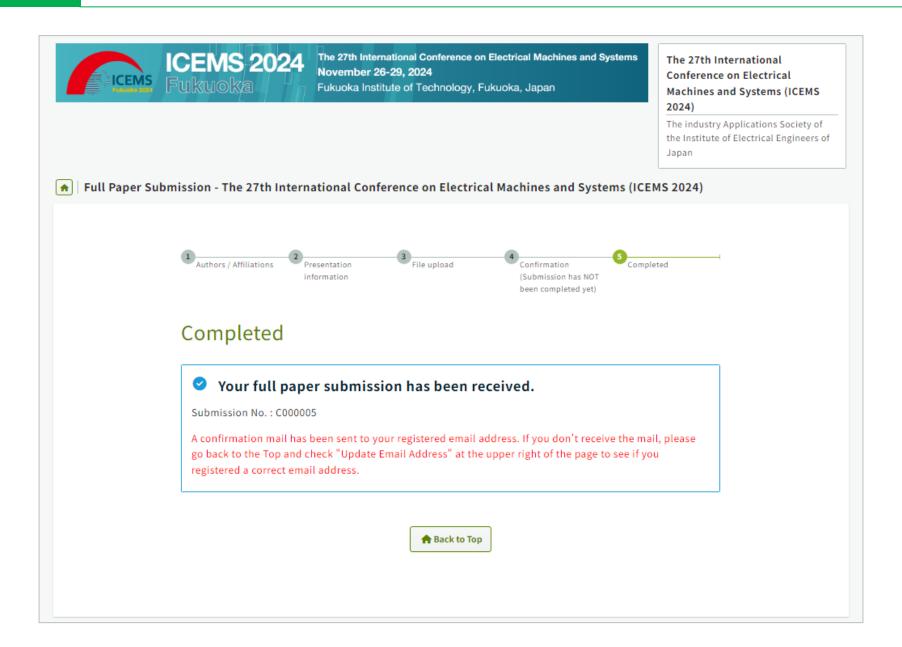
Submit your Full Paper (4) – Upload your full paper



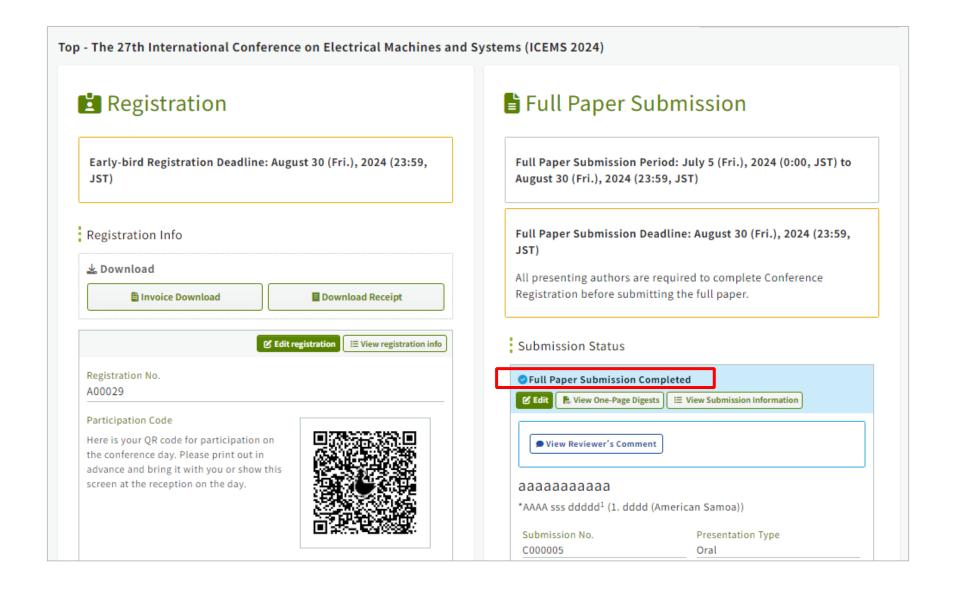
Submit your Full Paper (5) – Complete to submit your full paper



Submit your Full Paper (6) – Completed!



Submit your Full Paper (7) – TOP



Submit your Full Paper (8) – Submit a second paper

Due to the system specification, you allow to do <u>only one paper via your account</u>.

Please send an email titled "Request of the second paper" to the secretariat with

submission no.(C000000) of second paper
 registration no. (A00000)

We will link both account and you can upload the second paper via the account of the second paper.

Thank you for your understanding and sorry for the inconvenience.