

Submitting your manuscript to IVPAI 2020

FOR THIS PROCESS, IT IS IMPORTANT TO HAVE POP-UPS ENABLED

Load the IVPAI 2020 Submissions landing page: <https://spie.org/x136429.xml>

<h1>1</h1>	<p>Submit Your Manuscript You will be asked to provide information about your submission, including complete author information.</p> <p>An account is required to submit a manuscript, or review manuscript submissions for this conference. You can create an account when you click on the link below, or if you already have an SPIE account, you can sign in:</p> <p>Third International Conference on Image, Video Processing, and Artificial Intelligence</p> <p>Manuscript due date: 10 August 2020</p> <p>You will receive an email once your manuscript has been quality checked.</p> <p>Papers must be four full pages long with figures no larger than necessary. Proceedings will be published after the conference.</p>
<h1>2</h1>	<p>Manage Your Submissions/Revise Your Current Manuscript</p> <p>Manage Your Manuscript Submissions</p> <p>Authors: submit a revision, or view the status of your manuscript.</p> <p>Chairs and Committee Members: Access and review manuscripts.</p>

Once you click the link titled: Third International Conference on Image, Video Processing and Artificial Intelligence it will take you to the SPIE Login screen. (Pictured in the next screenshot below.) This is normal, and an important step to make sure you will be able to access the submission in the future. If you have an account, login on the left hand side of the screen.

SPIE The international society for optics and photonics

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- Save and manage your conference schedule
- Manage your SPIE professional public profile
- Manage your account information and communication preferences

Create Account

SPIE login screen

IF YOU NEED TO CREATE AN ACCOUNT because you have not submitted an abstract or manuscript with us before, selecting Create Account will take you to this screen:

Account Information

You will be able to sign into your account using your email address or your SPIE username.

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	5-20 letters, numbers and/or symbols ?
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	6 or more letters, numbers and/or symbols ?
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SPIE ID# ?	<input type="text"/>

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*Address Type	<input type="text" value="Business"/>
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NEXT

NOTE: IF YOU ALREADY HAVE AN SPIE ID, YOU DO NOT NEED TO CREATE ANOTHER

ACCOUNT. Please contact Customer Service (customerservice@spie.org) and they will help you get your account details. Once you've either logged in or created an account, the website will automatically take you into the submission system. It may take a few seconds to process and load, but please do not navigate away from the SPIE page.

The first page of the submission system will look like this:

SUBMISSION > OVERVIEW: Step 1 of 7

Overview Authors Topics Multimedia Summary Upload Submit

* Required Field

Welcome to SPIE Submission System!

You will be asked to provide information about your submission, including all co-author information.

Following the submission, SPIE will send the contact author an email asking that they view and approve the submission. Once the contact author approves the submission, the submission moves to the review process.

Tell us who you are:

I am an author on this submission
 I am not an author on this submission, I am submitting it for someone else

Education:
Some meetings may include special activities for students

* Are you a full time student? No

Most recent degree Masters Degree

Graduation date January 2017

* What is the title of your paper?
• Use only lowercase letters, except for proper names or acronyms (such as GIS, LCD).
• Example: Remote sensing solutions using GIS from Associated National Laboratory

Test IVPAI2020

The next step will take you to the Author Information page. Please input your information as the Contact Author. If you need to change Contact Authors, you may do so later in the submission process.

Contact Author Information

* Required

Author Details (displayed on paper)

* Prefix ?	* First/Given Name	M.I.	* Last/Family Name	Suffix
Ms. v	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select v

* Organization/Institution for Author

* Country for Organization/Institution
China v

+ [Add Another Company](#)

Address

* Country for Organization/Institution
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* Email ?	* Business Phone ? No symbols: 360 555 5555, 49 55 5555 5555
<input type="text"/>	<input type="text"/>

* Address Type
 Business Address Home Address

* Street (Street or Department/Division is required)

* Department/Division (Department/Division or a Street is required)

* Postal/Zip	* City	* State/Province
<input type="text"/>	<input type="text"/>	<input type="text"/>

Required

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Conference: Third International Conference on Image, Video Processing and Artificial Intelligence
Symposium: IVP20 Third International Conference on Image, Video Processing and Artificial Intelligence
Paper: Test
Paper No.: IVP100-2
Tracking No.: IVP20-IVP100-2

SUBMISSION > AUTHORS: Step 2 of 7

✓ Overview has been submitted successfully



Authors

- All authors must be added (Indicate Contact Author and Speaker)
- The order of the authors can be changed (change number or drag and drop)

* Contact Author: [?](#)
Ms. Dora Zhang Change Contact Author

+ Add Author

Order	Name	Email	Affiliation(s)
1	Dora Zhang Contact Author	dcp@ivpai.org	Shanghai Advanced Research Institute CAS China

Save for Later Previous: Overview Next: Topics

Once you've added your co-authors, you also have the option to change the contact author. The contact author must have an SPIE account. Clicking the Change Contact Author box on the right-hand side of the screen will open this pop-up:

Contact Author Information
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Change Contact Author to: [?](#)

If you change the Contact Author to Co-Author, you will lose access to manage this submission. Only the Contact Author can manage, revise, and approve this submission and manuscript.

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Yes No

Select the correct Contact Author from the drop-down selection screen where names are listed. The current Contact Author will show first. From there, either continue entering the information for all your co-authors, or click through the steps and fill out all the necessary information.

Topics

Select the topic area that best fits your submission. Provide your top three choices in order of preference. You may also provide your own topic area as a suggestion.

* First Choice: Video Processing and Applications

Second Choice: Computer Vision and AI

Third Choice: None Selected

Other:

Keywords

Keywords are used to search for your paper both on SPIE websites and on search engines. Use distinct words or phrases that will uniquely identify your paper.

- Enter up to 8 words or phrases
- Enter one word or phrase per box

Test1

Test2

Test3

Save for Later

Previous: Authors

Next: Multimedia

On the Upload screen, **please select a paper size of A4.**

Conference: Third International Conference on Image, Video Processing and Artificial Intelligence
 Symposium: IVP20 Third International Conference on Image, Video Processing and Artificial Intelligence
 Paper: Test
 Paper No.: IVP100-2
 Tracking No.: IVP20-IVP100-2

SUBMISSION > UPLOAD: Step 6 of 7

* Required Field

The required file format is .PDF.
 See <https://spie.org/x14101.xml> for formatting information.

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* What page size is this file?

* Select file:

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Previous: Summary

Next: Submit

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SUBMISSION > UPLOAD: Step 6 of 7 ✔ File uploaded successfully

Overview > Authors > Keywords > Multimedia > Summary > **Upload** > Submit

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SUBMISSION > PROCESS: Step 7 of 7

Overview > Authors > Topics > Multimedia > Summary > Upload > **Submit**

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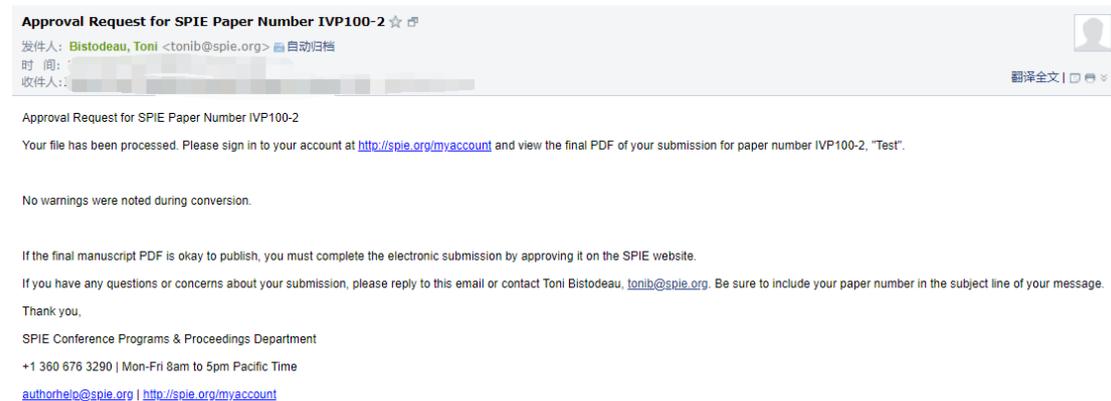
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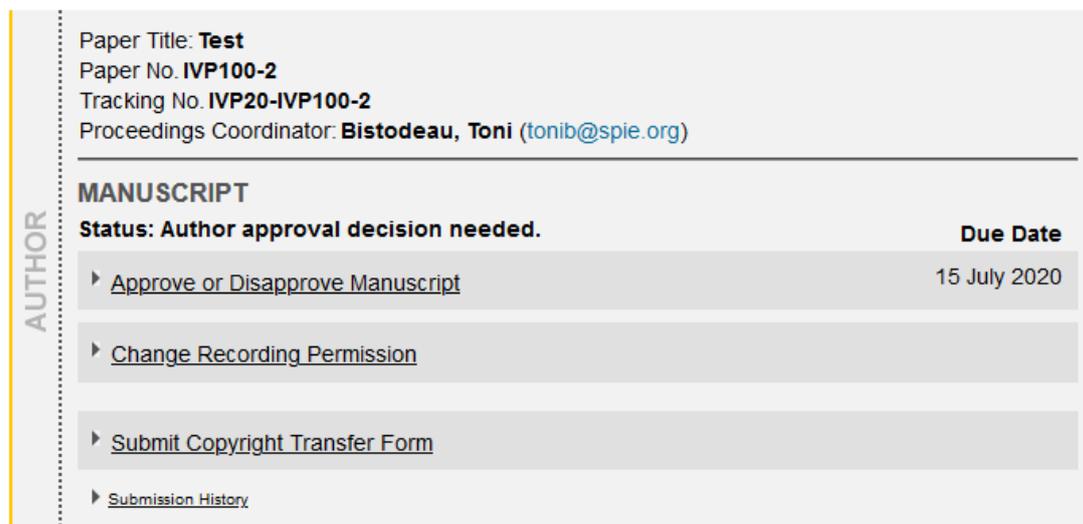
AUTHOR	Paper Title: Test	
	Paper No. IVP100-2	
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	<hr/>	
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Pages are not numbered

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