

Submitting your manuscript to IVPAI 2021

登录投稿系统

<https://spie.org/submissions/submit/overview.aspx?EventId=2605577>

<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>International Conference on Image, Video Processing, and Artificial Intelligence</p> <p>Manuscript due date: [REDACTED]</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><u>Manage Your Manuscript Submissions</u></p> <p>Authors: submit a revision, or view the status of your manuscript.</p> <p>Chairs and Committee Members: Access and review manuscripts.</p>

点击会议名称的链接，则进入登录界面。若没有SPIE账号，则需要先注册 create an account。

若已经有账户，则直接登录

SPIE. SPIE DIGITAL LIBRARY. SPIE CAREER CENTER. optics.org Sign In View Cart (0) Help

The international society for optics and photonics

ABOUTCONFERENCES + EXHIBITIONSPUBLICATIONSMEMBERSHIPINDUSTRY RESOURCESEDUCATIONNEWS

Sign In

Email or Username [Forgot your username?](#)

Password [Forgot your password?](#)

Keep me signed in [?](#)

Create an Account

- One account for multiple SPIE sites ([SPIE](#), [SPIE Digital Library](#), [SPIE Career Center](#))
- Faster checkout with pre-filled forms
- Save and manage your conference schedule
- Manage your [SPIE professional public profile](#)
- Manage your account information and communication preferences

账户注册 Create an account

注：如果您已经有SPIE账号了，请不要重复注册
按照步骤要求填写信息

Account Information

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

*Prefix	<input type="text" value="Select"/>
*First Name	<input type="text"/>
*Last/Family Name	<input type="text"/>
*Email ?	<input type="text"/>
*Username	<input type="text"/>
	5-20 letters, numbers and/or symbols ?
*Password	<input type="password"/>
	6 or more letters, numbers and/or symbols ?
	<input type="checkbox"/> Show
SPIE ID# ?	<input type="text"/>

Address Information

*Address Type	<input type="text" value="Business"/>
*Organization	<input type="text"/>
Department/Division	<input type="text"/>
*Street Address	<input type="text"/>
*City	<input type="text"/>
*Country	<input type="text" value="United States"/>
*State/Province	<input type="text" value="Select"/>
*Zip/Postal Code	<input type="text"/>

NEXT

待注册成功后，可以重新点击投稿系统链接，进入投稿界面。

投稿界面

总共有1-7,7个步骤完成投稿

第一步：Overview

选择作者，填写论文题目

SUBMISSION > OVERVIEW: Step 1 of 7

Overview Authors Keywords 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? -- Select --

* 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

Next: Authors

第二步: Authors 填写作者信息

Author Details (displayed on paper)				
* Prefix [?] Ms.	* First/Given Name Dora	M.I.	* Last/Family Name Zhang	Suffix Jr.
* Organization/Institution for Author Shanghai Advanced Research Institute CAS				
* Country/Region for Organization/Institution China				
+ Add Another Company				
Address				
* Country/Region for Organization/Institution China				
* Email [?] cfp@ivpai.org		* Business Phone [?] No symbols: 360 555 5555, 49 55 5555 5555 86 24 83958379x812		
* Address Type <input checked="" type="radio"/> Business Address <input type="radio"/> Home Address				
* Street (Street or Department/Division is required)				
* Department/Division (Department/Division or a Street is required)				
* Postal/Zip	* City	* State/Province		

Required
 * By submitting an abstract, I agree to receive communications from SPIE staff, program organizers, reviewers, and journal editors regarding my research.


Save Your Changes

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)	
<input type="text" value="1"/>	Dora Zhang Contact Author	cfp@ivpai.org	Shanghai Advanced Research Institute CAS China	

Save for Later Previous: Overview Next: Keywords

注意：要将所有作者均添加进去。通讯作者必须要有SPIE的账户。在此步骤中，请注意作者顺序。

第三步：Keywords 填写关键词

SUBMISSION > KEYWORDS: Step 3 of 7

Overview Authors **Keywords** Multimedia Summary Upload Submit

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

Save for Later Previous: Authors Next: Multimedia

第四步：Multimedia

如果有多媒体（视频），则按要求上传，没有则跳过，进入下一步

You may associate video or audio files with your manuscript to better communicate your paper's main points.

To include a multimedia file in the online publication of your paper follow these steps:

- You may add up to 10 multimedia files. Files must be one of the types noted here (100 MB limit).

Video: mpeg, mov (Quicktime), wmv (Windows Media Player), or swf (Flash) file formats

Audio: wav, mp3 file formats

- Create a representative screenshot for each video or audio file and place them in your paper as you would a regular figure. Include a descriptive caption beginning with **Video 1**, **Audio 3**, etc. At the end of the caption, include this line:

<http://dx.doi.org/doi.number.goes.here>

SPIE staff will edit this line text and link it to the archived multimedia file.

To change the order of the files, drag the rows to the correct location.

Title	Play	Filename	File Type	File Size
There are no Multimedia files associated with this submission.				

To upload a new file (100 MB Limit), select it below and click then click on the upload button.

未选择任何文件

第五步: Summary

检查一下论文信息是否有误

Authors:
Ms. Dora Zhang Jr. Email: cfp@ivpai.org
Primary Author, Contact Primary Affiliation: Shanghai Advanced Research Institute CAS

Keywords:
test
AI

Multimedia Files:
Filename Title File Type File Size

第六步: Upload上传论文

尺寸选择A4, 上传PDF文档, 点击Upload

* Required Field

The required file format is .PDF.
See <https://spie.org/X14101.xml> for formatting information.

Upload Manuscript

* What page size is this file? A4 (21 cm x 29.5 cm)

* Select file:

Receipt 12.pdf

第七步Submit 提交

此时您已经完成了论文的提交，但是会务组管理员并未收到您的论文，**您需要完成Approve的步骤，非常关键**

点击return to task list，待刷新后查看状态，系统需要几分钟的时间，当您的提交已经通过，系统会给您发送邮件。

SUBMISSION > PROCESS: Step 7 of 7



Your file is processing. This may take a few minutes.

Click the “Return to Task List” button and manage your submission to approve or disapprove the file.

[[You will receive a confirmation email with your tracking number: IVP21-IV100-4. Please use your tracking number in all correspondence and thank you for your submission.]] [[If you have questions concerning your submission, please contact your SPIE staff Proceedings Coordinator, Arwen Woods, arwenw@spie.org, or the SPIE Conference Programs and Proceedings department directly: +1 360 676 3290, Mon-Fri 8 am to 5 pm Pacific Time.]]

Return to Task List

Paper Title: Test
Paper No. IV100.4
Tracking No. IVP21-IV100-4
Proceedings Coordinator: Woods, Arwen (arwenw@spie.org)

MANUSCRIPT

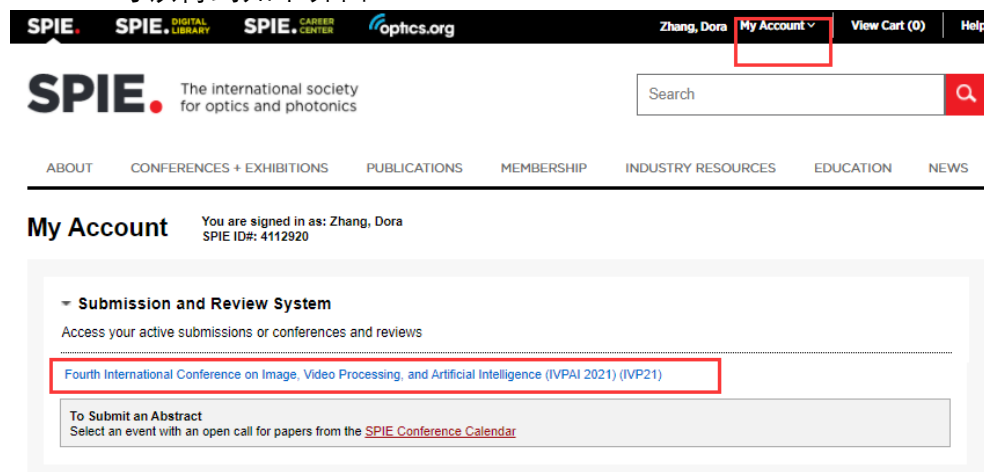
Status: Manuscript submission is processing. **Due Date**

Click to get an updated status or return later (updated status may take several minutes)	30 July 2021
--	--------------

- ▶ [Change Recording Permission](#)
- ▶ [Submit Copyright Transfer Form](#)
- ▶ [Submission History](#)

如果您始终未离开此界面，则刷新就可以；

如果您已经退出了此界面，则重新登录。从右上角“My Account”的“Account Details”可以得到如下界面



SPIE DIGITAL LIBRARY SPIE CAREER CENTER ophcs.org Zhang, Dora My Account View Cart (0) Help

SPIE The international society for optics and photonics Search

ABOUT CONFERENCES + EXHIBITIONS PUBLICATIONS MEMBERSHIP INDUSTRY RESOURCES EDUCATION NEWS

My Account You are signed in as: Zhang, Dora SPIE ID#: 4112920

▼ **Submission and Review System**
Access your active submissions or conferences and reviews

Fourth International Conference on Image, Video Processing, and Artificial Intelligence (IVPAI 2021) (IVP21)

To Submit an Abstract
Select an event with an open call for papers from the [SPIE Conference Calendar](#)

点击会议链接，接下来进行Approve操作，点击“Approve or Disapprove Manuscript”

Paper Title: Test
Paper No. IV100-4
Tracking No. IVP21-IV100-4
Proceedings Coordinator: Woods, Arwen (arwenw@spie.org)

MANUSCRIPT

Status: Author approval decision needed. **Due Date**

▶ [Approve or Disapprove Manuscript](#) 30 July 2021

▶ [Change Recording Permission](#)

▶ [Submit Copyright Transfer Form](#)

▶ [Submission History](#)

Approve

全部勾选完毕后，点击Submit按钮

MANUSCRIPT

Status: Author approval decision needed. **Due Date**

▼ [Approve or Disapprove Manuscript](#) 30 July 2021

Manuscript Files:

 [View submission PDF 209 Kb](#)

* 1. Verify you have viewed your Manuscript.

* 2. Verify that the file is correct and all pages are present.

* 3. Verify that the figures are acceptable.

* 4. Verify that all fonts and special characters are correct.

* 5. Verify that your Manuscript conforms to SPIE guidelines.

Top Margin = 1.0 in (2.54 cm)
Text Block = 6.75 x 8.75 in (17.15 x 22.23 cm)
Equal left and right margins
Pages are not numbered

* 6. [Review Index Terms](#) ?

7. Decision:

Approve. I am satisfied with my submission.

Disapprove. I am not satisfied with my submission. I want to submit a revision.

Submit Decision

注意，编号6是下拉菜单，请务必点开，并选择approve按钮

到这里算已经完成投稿，会务组将收到您的投稿。等待会务组的审核。

Paper Title: Test
Paper No. IV100-4
Tracking No. IVP21-IV100-4
Proceedings Coordinator: Woods, Arwen (arwenw@spie.org)

MANUSCRIPT

Status: Manuscript version 1 submitted and approved. **Due Date**

[Submit Manuscript Revision or Update Presentation Details](#) 30 July 2021

▶ [Change Recording Permission](#)

▶ [Submit Copyright Transfer Form](#)

▶ [Submission History](#)

如果您的论文被录用，那么您可以登录您的投稿界面，提价Copyright版权协议，并同意出版。

提交版权协议有两种方式，1.在线签署；2.上传扫描件


▼ [Submit Copyright Transfer Form](#)

A statement of "Transfer of Copyright" must be signed and returned to SPIE before a manuscript may be published in the Proceedings of SPIE. This agreement is to protect the interests of both SPIE and authors/employers, and to specify reasonable rights for both parties related to publication and reuse of the material.

Submit your form online:

- [Complete the online form](#)

OR, submit a paper copy:

1. [Download SPIE Copyright Transfer Form PDF](#) 
2. Fill out and sign
3. Scan
4. Upload signed form (accepted formats include: .pdf, .jpg, .png, .tif, .bmp)

未选择文件。

▶ [Other methods to send completed form](#)

1. 在线 Complete the online form



SPIE **Transfer Of Copyright To Society Of Photo-Optical Instrumentation Engineers (SPIE)**
CONNECTING MINDS
ADVANCING LIGHT

SPIE Paper No. IVP100-2
 Title of Paper Test
 Author(s) [REDACTED]
 Contact Author Email [REDACTED]

This Agreement must be signed and returned to SPIE prior to publication of the Paper referenced above in an SPIE Conference Proceedings or Journal. The intent of this Agreement is to protect the interests of both SPIE and authors/employers and to specify reasonable rights for both parties related to publication and reuse of the material.

The undersigned hereby assigns to Society of PhotoOptical Instrumentation Engineers (SPIE) copyright ownership in the above Paper, effective if and when the Paper is accepted for publication by SPIE and to the extent transferable under applicable national law. This assignment gives SPIE the right to register copyright to the Paper in its name as claimant and to publish the Paper in any print or electronic medium.

Authors, or their employers in the case of works made for hire, retain the following rights:

1. All proprietary rights other than copyright, including patent rights.
2. The right to make and distribute copies of the Paper for internal purposes.
3. The right to use the material for lecture or classroom purposes.
4. The right to prepare derivative publications based on the Paper, including books or book chapters, journal papers, and magazine articles, provided that publication of a derivative work occurs subsequent to the official date of publication by SPIE.
5. The right to post an author-prepared version or an official version (preferred version) of the published paper on an internal or external server controlled exclusively by the author/employer, provided that (a) such posting is noncommercial in nature and the paper is made available to users without charge and (b) a copyright notice and certain rights, and transfer of copyright, are subject to any rights that such governmental agency or other entity may have acquired.

By signing this Agreement, the authors warrant that (1) the Paper is original and has not previously been published elsewhere; (2) the Paper does not infringe on any copyright or other rights in any other work; (3) all necessary reproduction permissions, licenses, and clearances have been obtained; and (4) the authors own the copyright in the Paper, are authorized to transfer it, and have full power to enter into this Agreement with SPIE.

WHO SHOULD SIGN?

Were ALL authors on this paper employees of the U.S. Government when this paper was prepared and was this paper prepared as part of their official duties?

YES
 NO

This form must be signed by one author who is not a U.S. Government employee or the author's employer if the Paper was prepared within the scope of the author's employment or was commissioned by the employer. The party signing this Agreement represents that he/she is signing this Agreement as authorized agent for and on behalf of all the authors.

Name Title
 Date

I accept this form

Copyrights, SPIE, P.O. Box 10, Bellingham, WA 98227-0010 USA
 Phone: 360-676-3290 (Pacific Time) • Fax: 360-647-1445 • copyrights@spie.org

Revised 1 January 2017

2. 上传扫描件

下载SPIE Copyright Transform, 打印出来, 手写签字, 扫描后上传扫描件。