SUBMISSION ONLINE – Instructions for the authors

In order to submit an abstract and monitor the progress of the referee steps a **registration** is required on the portal "SITdA Events", obtaining login credentials: Username and Password.

To register, on the web page www.sitda.net/naples2020/, click on the "Registration" link.

The link will direct you to the Conference **registration** page. Those who have participated in previous events on the "SIT*d*A Events" portal (eg. International Conference "Producing project") can use the same access data or retrieve them by clicking on "Click here if you already have an account with this or another conference on this site".

Those who do not already have an account will have to enter the reference information to create a new profile.

Important note In order to submit an abstract it is necessary to **register as Conference author** by checking the "Author" box at the bottom of the form.

Once the access data has been entered, it will be possible to access the "User Home" and proceed with uploading the abstract by clicking on "New Submission".
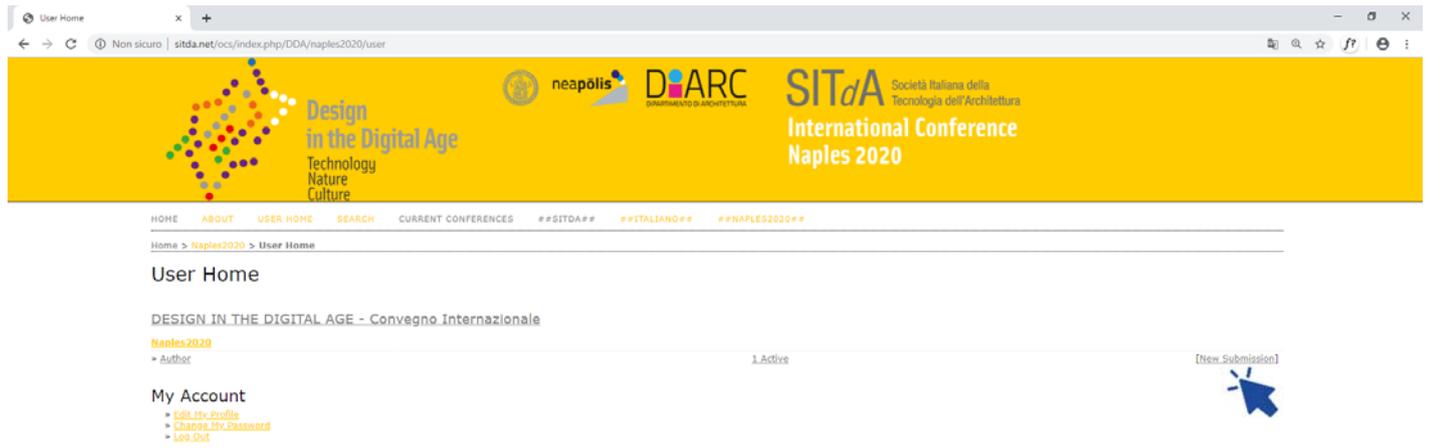
Step 1 To proceed with the submission of the abstract, in "Conference Track", select the **Topic of the Call** for which you intend to present the abstract and in " Session Type" select the specific **Focus**.
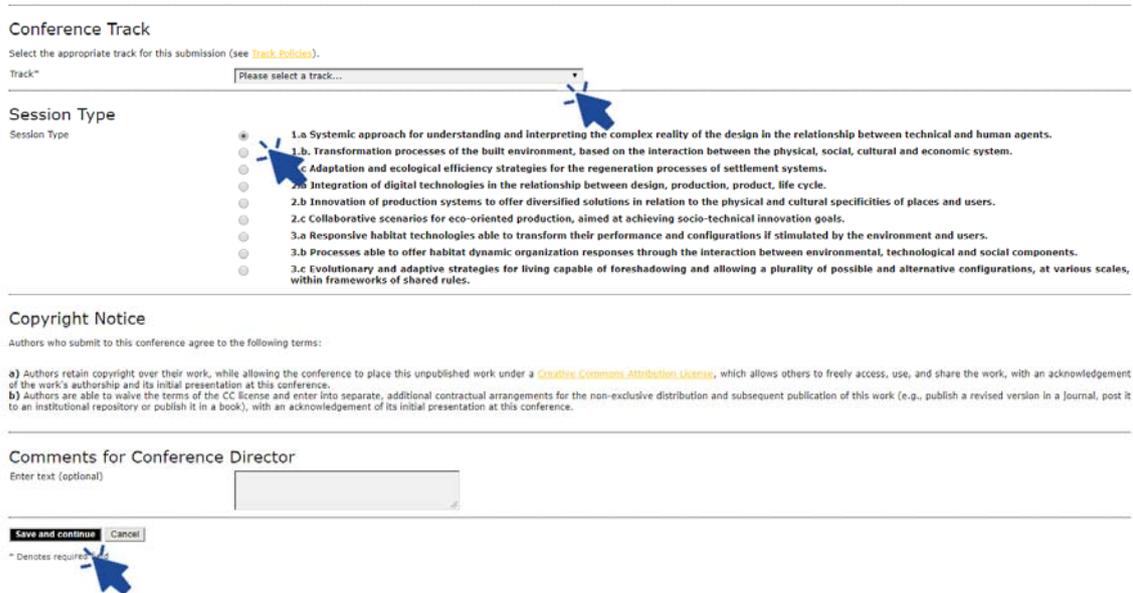
Step 2 Complete the form providing the requested information about the author. To add any co-authors, select the "Add Author" button. Complete the fields relating to Title, Abstract, Keyword (max 6), Language, Financing Bodies. Select "Save and Continue" at the bottom of the page to go to the next step.

Important note The inserted abstract must not exceed **4000 characters including spaces** (for detailed information on the drafting of the abstract refer to the document "Abstract guidelines" on the web page www.sitda.net/naples2020/ in the section "Download template").

At the end of the procedure the " Active Submissions" screen will appear.

The author will be able to check the progress of the abstract reference phases through the personal account, under the heading "Status" in the "Active Submissions" page.