

WCCM-APCOM

YOKOHAMA 2022  15th World Congress on Computational Mechanics &
8th Asian Pacific Congress on Computational Mechanics

Abstract Submission Portal Users Guide

1-1. Sign In

If you are;

- 1) a new user, click "Create New Account" button. Enter your email address and set your password to create a new account.
- 2) an account holder, sign in with your registered email address and password to proceed to your abstract submission.

WCCM-APCOM 2022 Abstract Submission Portal Sign In

Welcome to the WCCM-APCOM 2022 Abstract Submission Portal.
If you already have an account please enter from below.
If this is your first time visiting this site, please create a new account from the "Create New Account" button.
This email address and password will be your common account for the Contact Information Registration, the Abstract Submission and the Registration Fee Payment.
If you have any issues, please contact Abstract Submission Support for WCCM-APCOM 2022 (wccm2022-abs@convention.co.jp).

[Forgotten your password?](#)

2) Account Holder

1) New User

Sign in

Email Address

Password

New Account

1-2. Password Reset

If you forgot your password, please click and go to "Forgotten your password?" page and send a password reset email to your registered email address.

WCCM-APCOM 2022 Abstract Submission Portal Sign In

Welcome to the WCCM-APCOM 2022 Abstract Submission Portal.
If you already have an account please enter from below
If this is your first time visiting this site
This email address and password will
Registration Fee Payment.
If you have any issues, please contact

Forgotten your password?

Reset your password from "Forgotten your password?".

* Account Email * Password

Forgotten your password?

Not signed in Next

Sign in

Email Address

Password

Sign in

Reset password heading
Enter your account email address and click 'Reset Password' to send a password reset email to your email account

Account Email

Reset password

The image shows a screenshot of a web portal's sign-in page. It features a main sign-in form with fields for 'Email Address' and 'Password', and a 'Sign in' button. A secondary 'Reset your password' form is overlaid, containing fields for '* Account Email' and '* Password', a 'Next' button, and a 'Forgotten your password?' link. Red dashed boxes and arrows highlight the 'Forgotten your password?' link in the main page and the 'Reset password' button in the secondary form, along with the 'Account Email' field in the secondary form. A green box highlights the 'Forgotten your password?' link in the main page.

2. Contact Information Registration

After sign in, you will be on "Home" tab. If you are;

- 1) a new user, click "Create Contact" button at the bottom to register your contact details.
- 2) an account holder, click "Create and Submit Abstract" tab on the top to proceed to your abstract submission.
In case you want to edit your contact information, please click "Edit Contact Details" at the bottom.

The screenshot shows the registration interface with several key elements and annotations:

- Top Navigation:** A green bar contains "Home" and "Contact Information" tabs. Above it, a blue callout box points to "Create and Submit Abstract" and "View / Edit Abstract" tabs, stating: "These tabs will appear once you register your contact details."
- Registration Form:** Titled "WCCM-APCOM 2022 Abstract Contact Information Registration", it includes fields for:
 - * TITLE (dropdown)
 - * First Name (text)
 - * Last Name (text)
 - * Institution Only (text)
 - * Email Address (text)
 - * Verify Email Address (text)
 - * Phone No. (text)
 - * Country (dropdown)
- Bottom Navigation:** A green bar contains "Create Contact" and "Edit Contact Details" buttons. A blue callout box points to "Create Contact" with the text: "1) New Users". Another blue callout box points to "Edit Contact Details" with the text: "2) Account Holders who want to edit their contact details".
- Next Step:** A blue callout box at the bottom right states: "After filling all the fields, click 'Next' button, check your entered information and the privacy policy in the summary page, then click the 'Submit' button. A confirmation email will be sent to your registered email address. (Check your junk mail folder if you do not find one in your inbox folder.)" A red arrow points from this text to a "Next" button in the bottom right corner.

3-1. Abstract Submission (Abstract Title)

Enter your abstract title in 50 words using the 'Title' case (capitalize only the first letter of each significant word). Do not enter the title in all caps or capitalize the letter of the first word only. The abstract title entered in this page must match with the one written in the PDF file which will be uploaded in "Abstract Upload" page. Click "Save As Draft" or "Continue" button at the bottom to save or continue your submission.

Abstract Submission

This page will take you through the process of submitting your abstract. Each of the tabs on the left hand side of the page will bring up a step in the submission process that needs to be completed. At any time in the process you can click the Save As Draft button to save your incomplete submission and return to it at a later time. The Review section will give you an overview of the sections that are still required to be completed before you can submit your abstract. Once all required sections have been completed, you can submit your abstract in the Submit section of this page.

Please note that you can not edit/delete your abstract once the submission is complete. If you have plans editing your abstract within the abstract submission due date, please save the abstract as a draft.

Only 1 abstract submission is allowed for 1 Presenting Author.

For more specific information about the Call for abstracts, please refer to the [conference website](#).

Abstract Title
Mini-Symposium Title
✓ Authors And Institutions
Abstract Upload
Review
Submit

Abstract Title

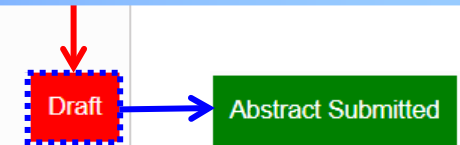
Abstract Title can not be longer than 50 words.

It should be exactly the same as the one on PDF file which will be uploaded after this.

Abstract Title	<input type="text"/>
Word Limit 50	Word Count 0

Save As Draft Continue

The status of your abstract is shown here. It will turn "Abstract Submitted" once the submission is completed.



3-2. Abstract Submission (Mini-Symposium Title)

First visit the [conference website](#) to see a description of each minisymposium. Check the 4-digit number of your preferred minisymposium and type that number on the “Mini-Symposium Title” field to select a correct one easily. Click “Save As Draft” or “Continue” button at the bottom to save or continue your submission.

Abstract Submission

This page will take you through the process of submitting your abstract. Each of the tabs on the left hand side of the page will bring up a step in the submission process that needs to be completed. At any time in the process you can click the Save As Draft button to save your incomplete submission and return to it at a later time. The Review section will give you an overview of the sections that are still required to be completed before you can submit your abstract. Once all required sections have been completed, you can submit your abstract in the Submit section of this page.

Please note that you can not edit/delete your abstract once the submission is complete. If you have plans editing your abstract within the abstract submission due date, please save the abstract as a draft.

Only 1 abstract submission is allowed for 1 Presenting Author.

For more specific information about the Call for abstracts, please refer to the [conference website](#).

Abstract Title
Mini-Symposium Title
✓ Authors And Institutions
Abstract Upload
Review
Submit

Mini-Symposium Title

Choose a mini-symposium title for your abstract from the list below.

For more information about each mini-symposium, please refer to the [WCCM 2022 Website](#).

Please type a specific 4-digit number shown in the list on the [WCCM 2022 Website](#) so that you can easily select a mini-symposium title for your abstract.

Mini-Symposium Title

Save As Draft Continue

Type the 4-digits number of your preferred minisymposium in this field.

3-3. Abstract Submission (Authors and Institutions)

The contact Information of the account holder will automatically show up as the first author's information.
In case you have more authors, click "+Add Author" button at the bottom and add all the authors' information (up to 20 authors).
Fields of First/Last Name and Institution are mandatory. You can change the order of authors using "↑" and "↓" buttons.
Click "Save As Draft" or "Continue" button at the bottom to save or continue your submission.

The screenshot displays a web form for adding authors. On the left is a vertical navigation menu with buttons: 'Authors and Institutions' (highlighted in green), 'Abstract Upload', 'Review', and 'Submit'. The main form area contains two author entries, numbered 1 and 2. Each entry has fields for Title, First Name, Last Name, Presenting Author (checkbox), Institution, and Department. Entry 1 has a '↓' button and an 'x' button in its top right corner. Entry 2 has an '↑' button and an 'x' button. At the bottom right, there is a green 'Add Author' button with a plus icon. Annotations include a blue box pointing to the 'Presenting Author' checkbox of entry 1, a blue box pointing to the '↓' and 'x' buttons of entry 1, and a blue box pointing to the '↑' and 'x' buttons of entry 2.

Author ID	Title (Mr./Ms./Dr./Prof.)	First Name	Last Name	Presenting Author	Institution	Department (Not Mandatory)	Order Change Buttons
1	Prof.	Aaa	Bbb	<input checked="" type="checkbox"/>	ABC University		↓, x
2	Mr.	Ccc	Ddd	<input type="checkbox"/>	CED Company		↑, x

Click to add authors. [Add Author](#)

Tick the box if he/she is a presenting author.

Change the order of authors with these buttons.

Click to add authors.

3-4. Abstract Submission (PDF Upload)

Prepare your abstract in PDF file using the template shown on the [conference website](#).
Click "Browse ..." button and select your abstract in PDF file from your PC.
Click "Save As Draft" or "Continue" button at the bottom to save or continue your submission.

Abstract Submission

This page will take you through the process of submitting your abstract. Each of the tabs on the left hand side of the page will bring up a step in the submission process that needs to be completed. At any time in the process you can click the Save As Draft button to save your incomplete submission and return to it at a later time. The Review section will give you an overview of the sections that are still required to be completed before you can submit your abstract. Once all required sections have been completed, you can submit your abstract in the Submit section of this page.

Please note that you can not edit/delete your abstract once the submission is complete. If you have plans editing your abstract within the abstract submission due date, please save the abstract as a draft.

Only 1 abstract submission is allowed for 1 Presenting Author.

For more specific information about the Call for abstracts, please refer to the [conference website](#).

- ✓ Abstract Title
- ✓ Mini-Symposium Title
- ✓ Authors and Institutions
- Abstract Upload**
- Review
- Submit

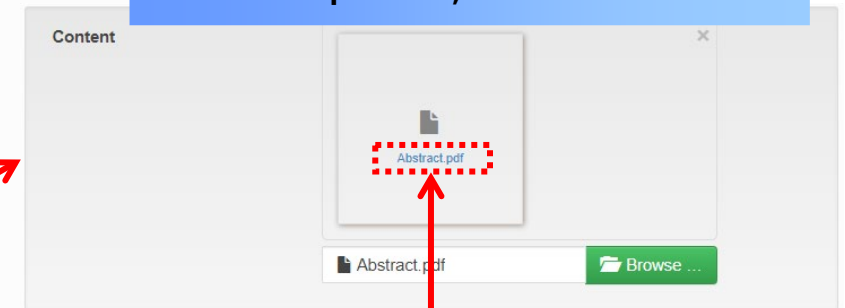
Abstract Upload

Click Browse to locate your completed abstract PDF file.

Please make sure that the abstract title and author information written in the PDF match the information you have entered in the previous sections.

Content

After file uploaded, it will look like this.



You can click the file name to download and check your uploaded abstract.

3-5. Abstract Submission (Confirm and Submit)

You cannot edit/delete your abstract once the submission is completed.

Before you proceed to "Submit" tab, click each tab once again and make sure all the information is entered correctly.

If you see a pink bar in "Review" page, please go to the tab which it indicates and correct it/them till the bar turns green (Ready to submit).

Click each tab to make sure that the information entered and the PDF uploaded are all correct.

- Abstract Title
- ✓ Mini-Symposium Title
- ✓ Authors and Institutions
- ✓ Abstract Upload
- Review
- Submit

Review Submission

Draft

Below is a summary of your completed submission. Any sections that are still required to be completed for submission are noted in red.

Kamei Henkou A , Yamada T

Title Required

Save As Draft

Continue

Ready to submit

- ✓ Abstract Title
- ✓ Mini-Symposium Title
- ✓ Authors and Institutions
- ✓ Abstract Upload
- Review
- Submit

Abstract Submission

Draft

If all required abstract submission fields have been completed you will have the option to submit your abstract at the bottom of the page. If there are any remaining fields or sections to complete you will only have the option to save your submission as a draft until they are completed. You must agree to the Terms and Conditions below before you can proceed.

I have read and understood the terms and conditions associated with abstract submission. Full terms and conditions can be found on the [conference website](#).

Once again, please confirm that all your input information especially mini-symposium title are correct before you complete your submission.

Please make sure that the 4-digit number which you have selected in mini-symposium title selection page and which is shown in [conference website](#) are the same.

I agree to the above Terms and Conditions

Save As Draft

Submit

After reading the conditions carefully, tick the box and click "Submit" button at the bottom if you are ready to submit your abstract. A confirmation email will be sent to your registered email address. (Check your junk mail folder if you do not find one in your inbox folder.)

You cannot edit/delete your abstract once the submission is completed.

3-6. Abstract Submission (View / Edit Abstract)

Click "View / Edit Abstract" tab on the top to check your abstract.
You can edit or delete it if it is saved as a draft, however you can only view it once submission is completed.

The screenshot shows a navigation bar with tabs: Home, Contact Information, Create and Submit Abstract, View / Edit Abstract (highlighted with a red dashed box), and Sign out. Below the navigation bar, the page title is "Edit / View Abstract". A notice states: "Only 1 abstract submission is allowed for 1 Presenting Author." Below this, there is a link to the "conference website". A text instruction says: "To edit your abstract click on the Edit button." Below the text is a table with three columns: Abstract Title, Status, and Document. The table contains one row with the following data: Abstract Title, Draft, and two buttons: Edit and Delete (both buttons are highlighted with a red dashed box). A red arrow points from a blue box labeled "when saved as a draft" to the Edit and Delete buttons.

Abstract Title	Status	Document
Abstract Title	Draft	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

when saved as a draft

The screenshot shows the same navigation bar as the previous screenshot, with the "View / Edit Abstract" tab highlighted. Below the navigation bar, the page title is "Edit / View Abstract". A notice states: "Only 1 abstract submission is allowed for 1 Presenting Author." Below this, there is a link to the "conference website". A text instruction says: "To edit your abstract click on the Edit button." Below the text is a table with three columns: Abstract Title, Status, and Document. The table contains one row with the following data: Abstract Title, Abstract Submitted, and a checkmark followed by "Abstract Upload" and a "View" button (the "View" button is highlighted with a red dashed box). A red arrow points from a blue box labeled "when submission completed" to the View button.

Abstract Title	Status	Document
Abstract Title	Abstract Submitted	<input checked="" type="checkbox"/> Abstract Upload <input type="button" value="View"/>

when submission completed