

Manual of International Conference Paper Entry System for “Author”

JSAE International Conference Committee



Society of Automotive Engineers of Japan, Inc.

Step1: Login the Paper Entry system

- ❑ Access the Paper Entry System from URL:
<https://tech.jsae.or.jp/setc2017/>
- ❑ Click the link for the author resources and download it.
- ❑ If you have any question about the paper submission, contact the address below.

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The Official website of SETC 2017 is [here](#).

If you are the administrator of the conference, please click "Reissue Password" and get your account.

Note) Microsoft Internet Explorer 9 or the latest version displays the system correct.

E-mail: Password:

If you don't have an account of the conference: [User Registration](#)

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E-mail: setc2017TC.office@jsae.or.jp



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Step2: Register Your Personal Information

- ❑ Click “User Registration”.
- ❑ On the next screen, input your personal information.
- ❑ If you are already registered as an administrator, you can skip the above process.

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Name *	First <input type="text"/> Middle <input type="text"/> Last <input type="text"/>
Email *	<input type="text" value="webmaster@saee.or.jp"/>
Password *	<input type="password"/> Confirmation <input type="password"/> Please decide your PW and enter 6 or more characters with alphabet or/and numbers.
Address1	<input type="text" value="Gobancho Center Bldg. 5F"/>
Address2 *	<input type="text" value="10-2 Gobancho, Chiyoda-ku, Tokyo"/>
Postal Code *	<input type="text"/>



Step 3: Input Your Paper Information

- ❑ Click “Submit a new Paper” and input your paper information.
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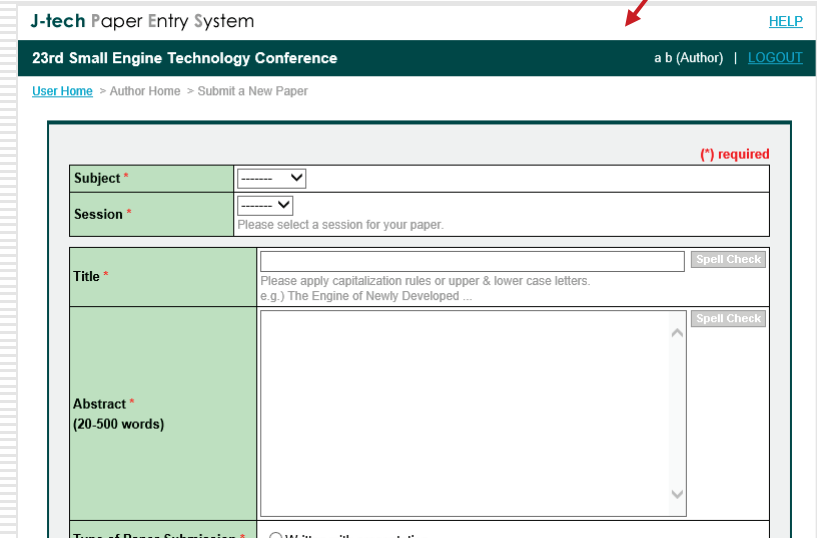
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Subject *

Session * Please select a session for your paper.

Title * [Spell Check](#)
Please apply capitalization rules or upper & lower case letters.
e.g.) The Engine of Newly Developed ...

Abstract * (20-500 words) [Spell Check](#)

Type of Paper Submission * With illustrations



Step 4: Input Co-author Information

- ❑ Input co-author information of the paper.
- ❑ If you have any change in the co-author information, don't forget to update this page.
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JSAE Paper No: 20179000

Main Co-Authors Manuscripts Reviews Message Board

Status Abstract Approved

Primary Author : Affiliation : ABCDE Institute of Technology

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Email	<input type="text"/> ex.) webmaster@jsae.or.jp
Affiliation *	<input type="text"/> ex.) ABCDE Motor Corporation, Edo University, etc.
JSAE Membership No	<input type="text" value="1234567"/>

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Step5: Submit a Draft Paper

- ❑ If you receive the approved mail from the system, access the URL written in the mail.
- ❑ Login the system, select the paper and go to “Manuscripts” page.
- ❑ Choose your draft PDF in the “Upload” box and click “Send” button.
- ❑ Wait the notification from the organizer.

差出人: “[JSAE] Secretariat of SETC2017” <setc2017tc.office@jsae.or.jp> 宛先:
件名: [SETC2017] Your Abstract Approved.(#20179000) 日時: Wed, 28 Sep 2016 11:29:34 +0900

Dear Mr.

The abstract of your paper is approved.
JSAE Paper No: 20179000
Title: Test Test Test

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Office / SETC2017
Affiliation: Society of Automotive Engineers of Japan, Inc.
TEL: +81-3-3262-8213 / Fax: +81-3-3261-2204
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Step6: Confirm Review Results

- If you receive a mail from this system and it says “The review results is available.”, you can confirm review results of your paper by clicking “Reviews” tab.

差出人: “[JSAE] Secretariat of SETC2017” <setc2017tc.office@jsae.or.jp> 宛先:
件名: [SETC2017] Review Results on Your Paper Opened. (#20179000) 日時: Tue, 11 Oct 2016 18:5

Dear Mr.

The review results on your paper is now available.

PaperNo: 20179000
ReviewNo: 1
Title: Test Test Test

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Review #1 - Reviewer #1 Assigned Date: 16/09/28 Reviewed Date: 16/09/28

Scores

Total	Archival	Innovative	Integrity	Presentation	Quality	Conclusions
76	8	8	7	6	5	4

Comments from the Reviewer: Test Test.



Step7: Modify a Draft Paper

- If you receive a mail from this system and it says “Approved if Modified”, please modify your manuscript and re-submit it.
- If your modified paper is approved by mail, you can go to Step8.

差出人: “[JSAE] Secretariat of SETC2017” <setc2017tc.office@jsae.or.jp> 宛先:
件名: [SETC2017] Your Draft Manuscript to Be Approved if You Modify. (#20179000) 日時: Tue, 11

Dear Mr.

Your draft manuscript will be approved if you modify.

JSAE Paper No: 20179000
Title: Test Test Test

Please login to the system and check the reviewer’s comments and message in the message board to modify the paper accordingly, and re-submit/upload the modified paper in PDF.

https://tech.jsae.or.jp/setc2017/author/paper_list.aspx

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Draft Manuscript

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Step8: Submit a Final Paper

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- Access to URL in the e-mail, go to “Uploaded Papers” screen, and submit the final paper. (Same flow as Step5)

差出人: “[JSAE] Secretariat of SETC2017” <setc2017tc.office@jsae.or.jp> 宛先:
件名: [SETC2017] Your Draft Manuscript Approved. (#20179000) 日時: Wed, 28 Sep 2016 17:33:11 +0900

Dear Mr.

Congratulations! Your draft manuscript has been approved.

JSAE Paper No: 20179000
Primary Author: Mr.
Title: Test Test Test

[Final manuscript]
SAE paper number of your final manuscript is .
Please add SAE paper number on the first page of your final manuscript as follows.
JSAE 20179000 / SAE

Please login to the system from the following URL and submit the PDF-converted final manuscript.

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When you submit the final manuscript, you succeed in the paper submission!

If you have any question, please contact to the office through the following address or on the Message Board of the system.

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Thank you!



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