

# ENDORSE 2023

## How to submit a paper proposal

The submission and review of papers for ENDORSE 2023 will be managed online through [EasyChair](#). This system gives presenters complete control over their submissions. They can upload their abstracts and check on the review status of their submissions. The submission process consists of four stages:

- ★ Submitting your short and long abstracts
- ★ Submitting your draft paper
- ★ Submitting your revised paper
- ★ Submitting your final paper

The Programme Committee will review all abstracts and notify the results to their authors. The authors of accepted abstracts will be asked to submit a face picture, a biography and a slide deck and/or a video. Draft slide decks and/or videos will be revised with the help of the Organising Committee. The authors of accepted draft slide decks and videos will be asked to submit revised versions, if necessary. This guide is intended to support presenters during the submission process, which consists in three steps:

- ★ Setting up an account
- ★ Submitting abstracts
- ★ Submitting revised abstracts

(see the document *ENDORSE 2023 - Instructions for presenters on EasyChair*).

Authors of accepted abstracts, who wish to have a paper published in the ENDORSE 2023 proceedings, will be asked to submit a draft paper. Draft papers will be revised with the help of anonymous referees. The authors of accepted draft papers will be asked to submit a revised version. The result of the second revision will be notified after ENDORSE 2023, to allow an inclusion of the discussions and opinions collected during the conference. These instructions are intended to support authors during the submission process. It is made of three parts:

- ★ Submitting a draft paper
- ★ Submitting a revised paper
- ★ Submitting a final paper

We do not anticipate users running into trouble but we are happy to help if you encounter problems. Whenever necessary, please contact the Organising Committee at: [OP-ENDORSE@publications.europa.eu](mailto:OP-ENDORSE@publications.europa.eu)

## 1. Submitting a draft paper

You can submit a draft paper only by updating the submission you submitted as a short and a long abstract. Once your draft paper is submitted, the Organising Committee will add a menu in the top-right corner. It will allow you to submit a draft paper by selecting “Add file”. After clicking on “Add file”, you will be able to select the file you want to upload with the link “Select file”, as shown in Figure 1. Once you have uploaded a draft paper, you may change the file by selecting “Update file” from the right-hand menu of this screen (which will replace the “Add file” link).



Figure 1: Uploading draft paper(s)

Once the draft paper review process is completed, you will receive acceptance/rejection notification with reviews by email.

## 2. Submitting your revised paper

If your draft paper was accepted, we expect you to submit your revised paper electronically. To upload your final paper, click on "Submission #" and select “Update file” from the right-hand menu of the Submission screen. After selecting the file that you wish to upload from your computer, submit your revised paper by clicking on the “Submit” button.

## 3. Submitting your final paper

After the final revision, we expect you to submit your revised paper electronically. To upload your final paper, click on "Submission #" and select “Update file” from the right-hand menu of the Submission screen. After selecting the file that you wish to upload from your computer, submit your final paper by clicking on the “Submit” button.