abstract submission guidelines of ICABU2022

○ create indico(CERN) account (consult fig. 1 below)

– click here:
https://account.cern.ch/account/Externals/RegisterAccount.aspx

<Fig 1. create indico(CERN) account>

○ set/change passwd of indico(CERN) account. (consult fig 2)

- After creating indico account according fig 1, link for password setting of indico(CERN) will be sent to your e-mail. (password can be set/modified)

<fig 2. set/change passwd of indico(CERN) account>
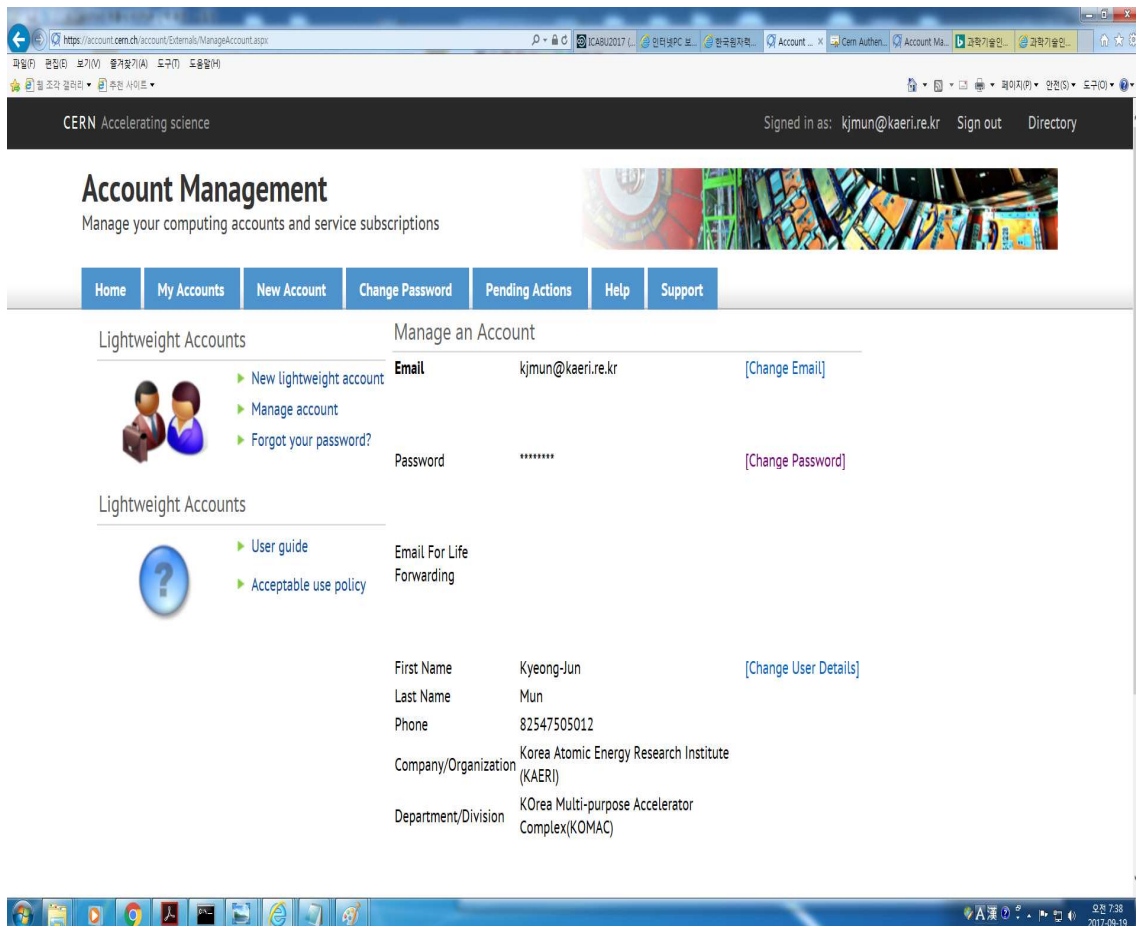
○ Conference Registration by Registration Form

  (consult fig. 3)

○ Abstract Submission

use menu of ICABU22 homepage (by INDICO):

ICABU2022 Abstract Submission-Abstraction Submission

1. click 'submit new abstract button' in
   'CABU2022 Abstract Submission-Abstraction Submission'
   (consult fig 4)
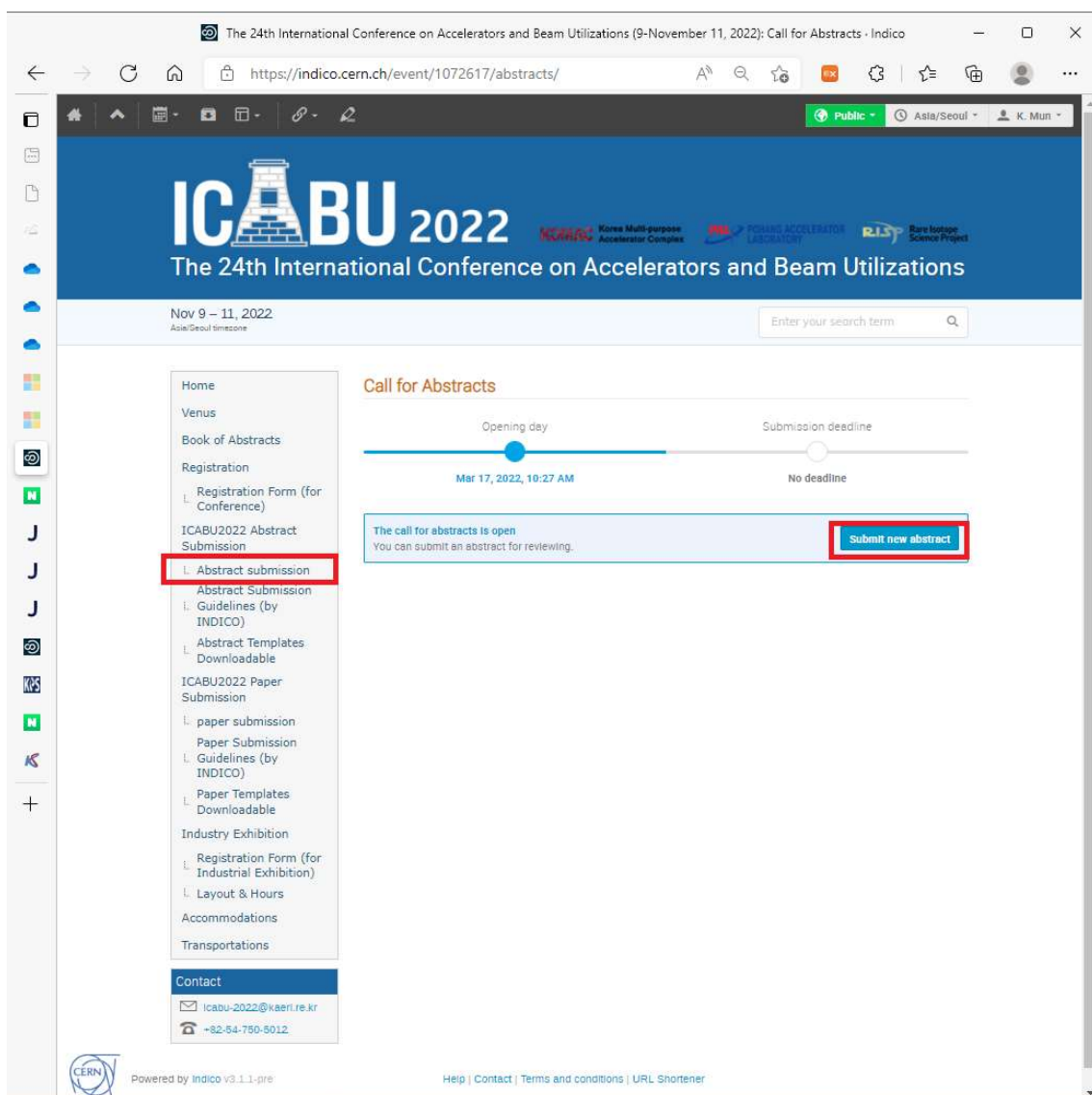
2. Login to indico (use indico(CERN) ID and password: fig 5)
　- Click 'External E-mail – Guest Access' in 'CERN single sign on' page

<fig 5. External E-mail – Guest Access' in 'CERN single sign on' page>

- login with E-mail and password information

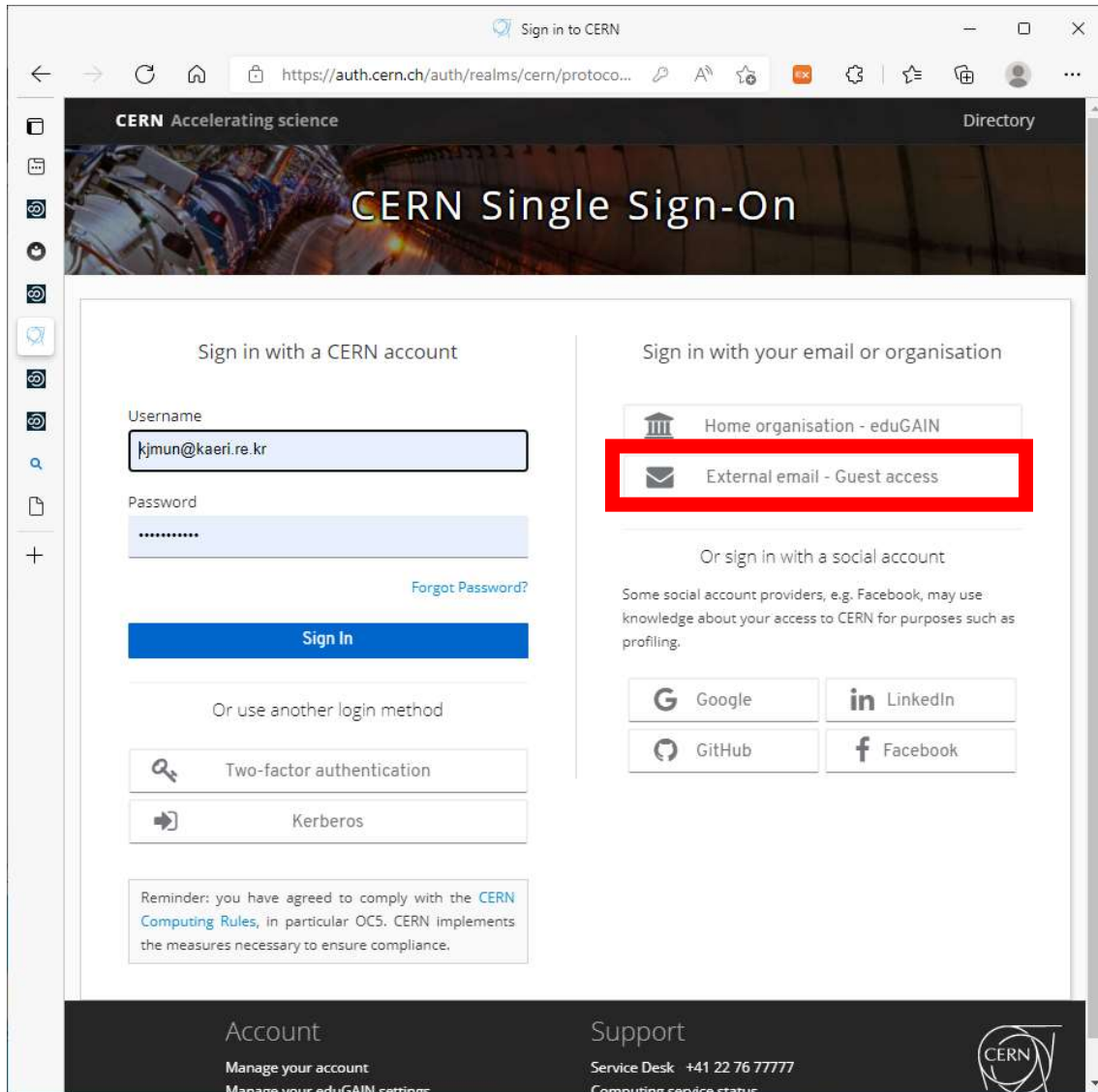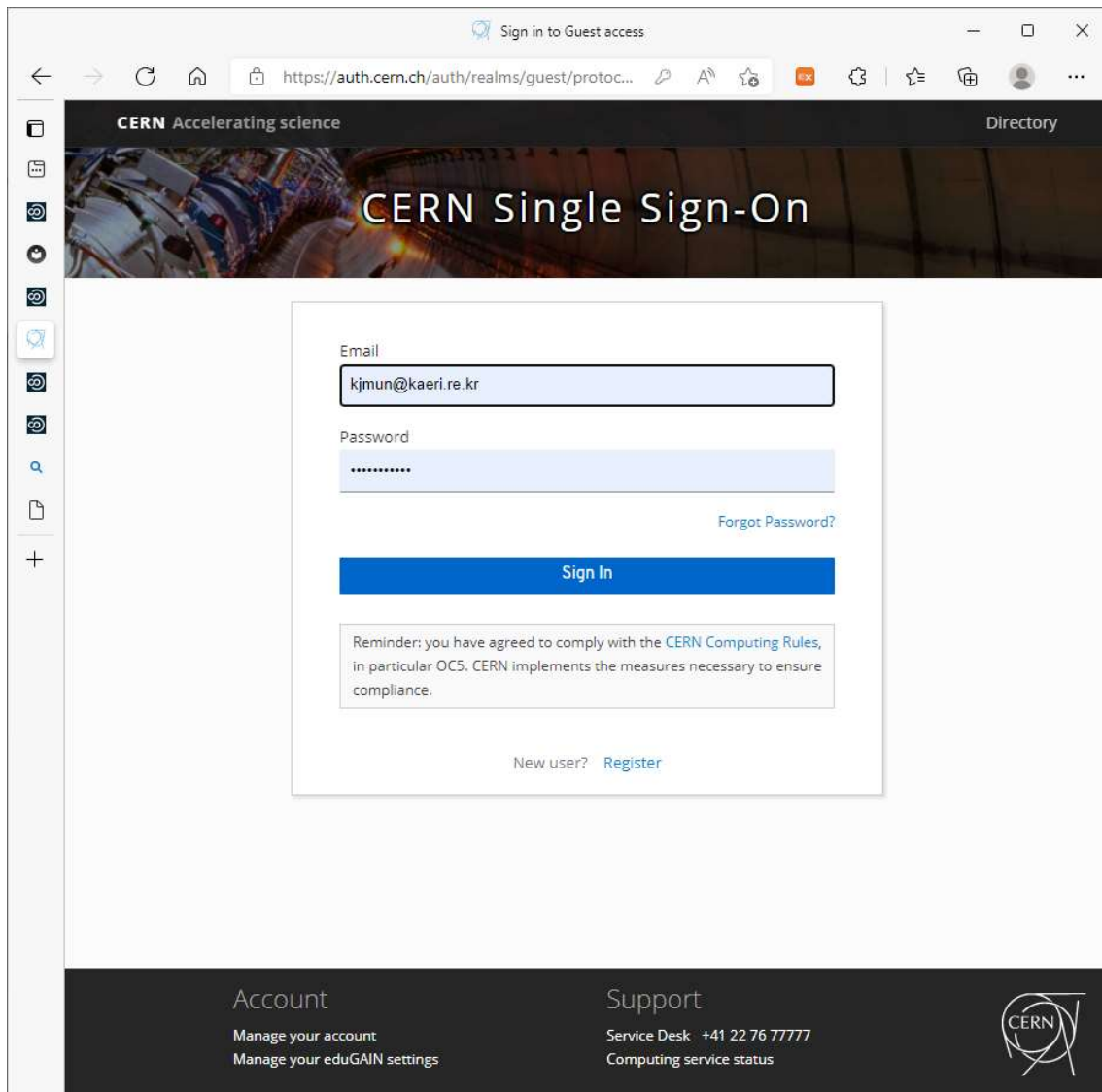## 3. Submit your abstract file(s)

- Type your abstract info (abstract title, principal author, etc.)
- Type any word(s) in Content (one of the key words, etc.)
- Drag your abstract file into the Attachment Area
- choose contribute type as 'conference abstract submission'
- choose abstract fields (Accelerator / Beam Utilization / KOPUA)
- Press submit button (Then, your Abstract will be uploaded.)

<fig 7. popup for abstract submission>