Tutorial for submitting a paper to a conference using the CMT platform
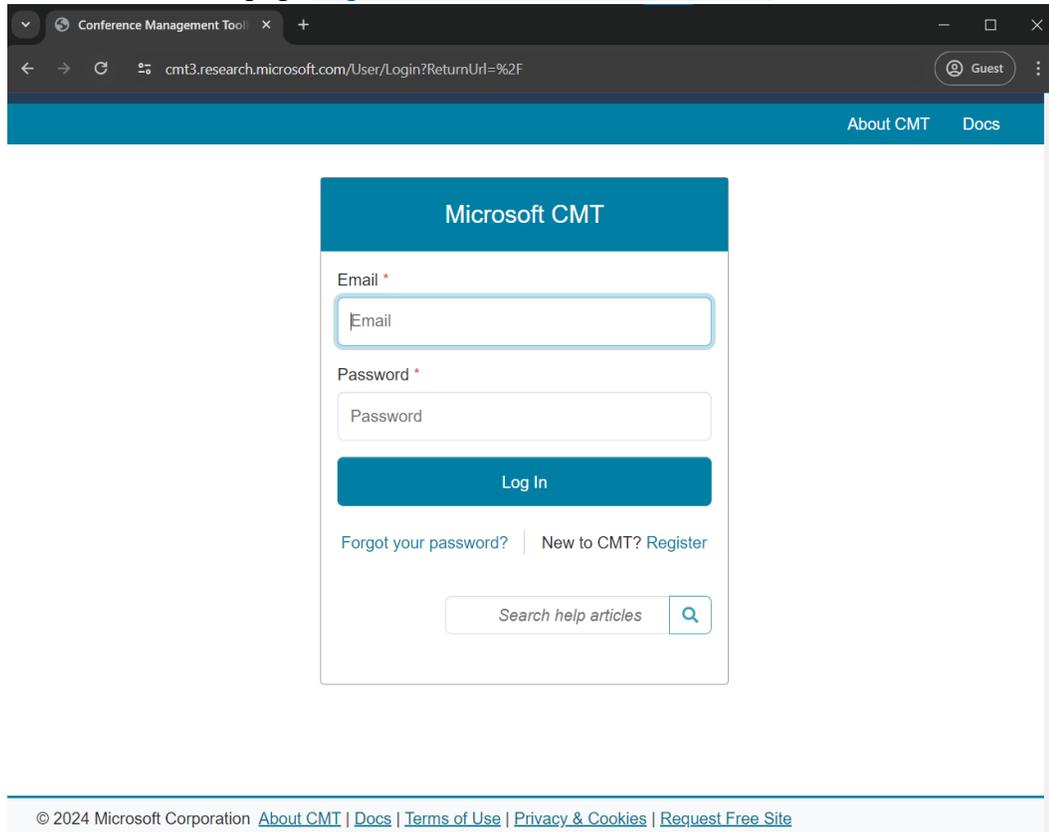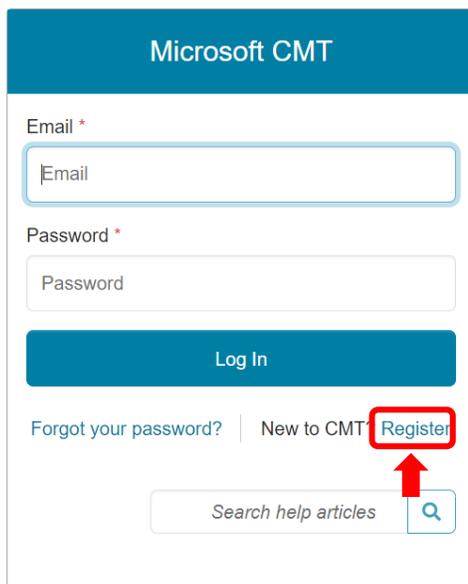
1. **Register Account**
   a. Access the webpage https://cmt3.research.microsoft.com

   b. Click on the "Register" button on the page to register as a new user on the CMT platform.

c. Complete all the required account creation information and click the "Register" button once all data is provided.

d. After clicking the "Register" button, the webpage will display information that an account activation link has been sent via email.

e. Check the email used for registration, then click the activation link to activate the newly registered account.
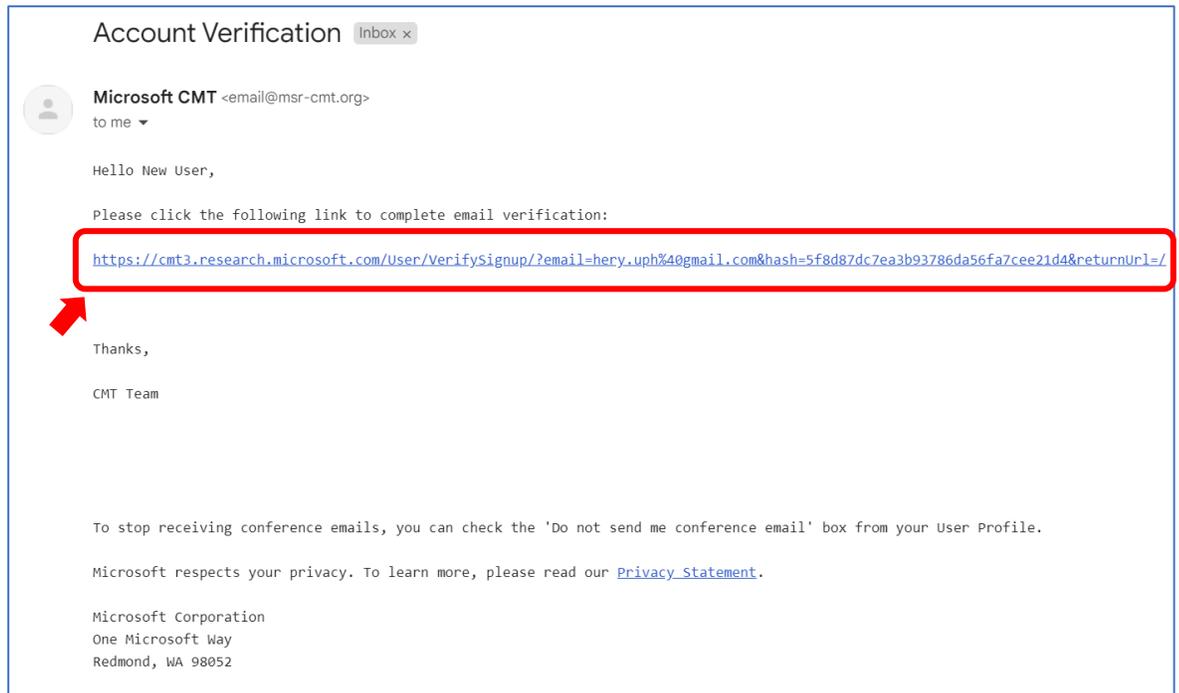
f. After clicking the link sent via email, the verification of the new account is successful, and the new account has been created.

2. Login to CMT

    a. After successfully registering the account, return to the webpage
https://cmt3.research.microsoft.com and log in using the email and password
created in the provided fields, then click the "Log In" button.

    b. Upon successful login, users will be directed to the main page containing the
"Conference List."

3. **Submit Paper**
    a. Click on the [1]"All Conferences" tab, then type [2]"ICTIIA" in the search field (the system will automatically search and filter data **without** needing to press "Enter"). Select the ICTIIA conference with the following details:

    Name   The 2nd International Conference on Technology Innovation and Its Applications 2024
    Start Date   9/12/2024
    Location   Medan, Indonesia
    External URL   https://ictiia.uph.edu

    b. After selecting the conference that matches the details above, users will be directed to the "Author Console" page to submit their article/paper.

    c. To submit a paper, click the "+ Create New Submission" button located at the top left of the "Author Console" page.

d. Fill in all the required information in the submission form (the paper should be in .PDF format) and click the "Submit" button.

e. The submitted paper will appear on the "Author Console" page under the respective conference.

f. All information regarding the paper's status will be automatically communicated to the user via the email registered on the CMT account.