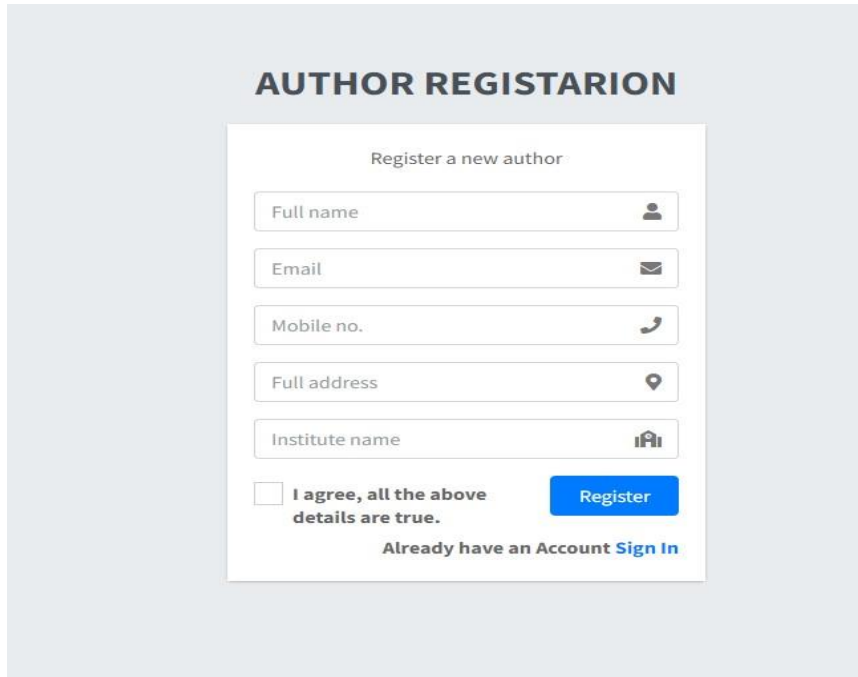


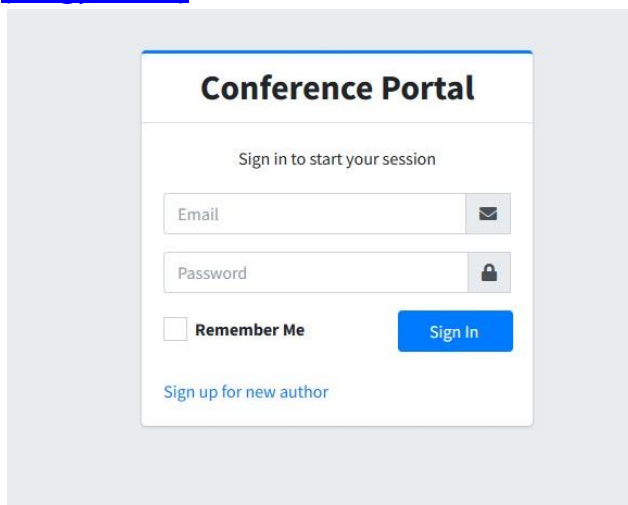
Paper Submission Procedure

- First go to the Author Registration page “[CONFERENCE PORTAL | Login \(iitkgp.ac.in\)](https://conferenceportal.iitkgp.ac.in/)”



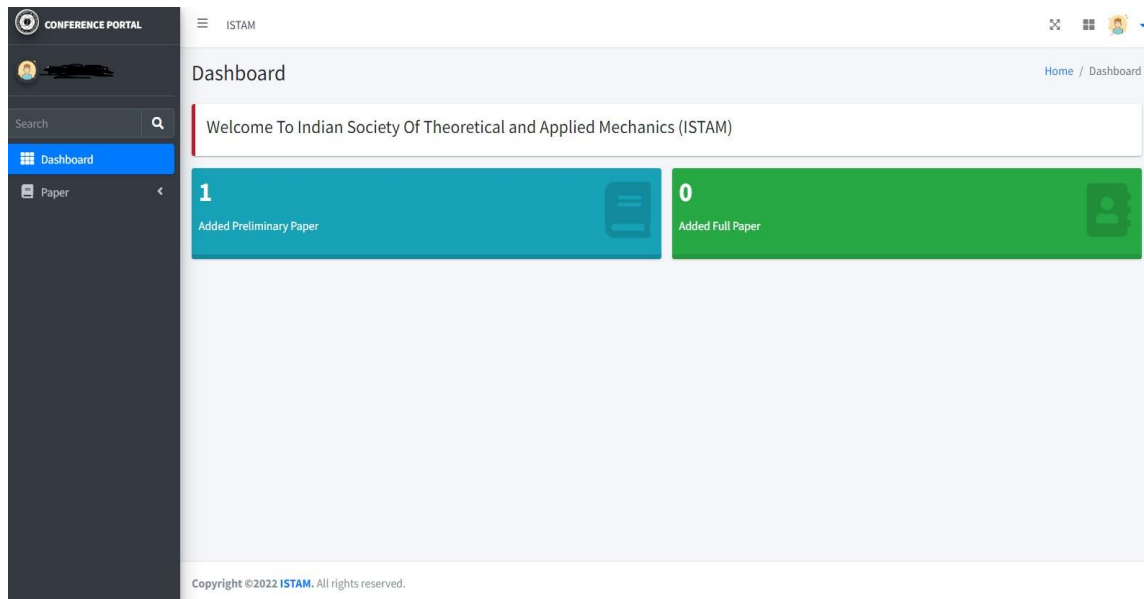
The screenshot shows the 'AUTHOR REGISTRARION' (sic) page. It features a form titled 'Register a new author' with the following fields: 'Full name' (with a person icon), 'Email' (with an envelope icon), 'Mobile no.' (with a phone icon), 'Full address' (with a location pin icon), and 'Institute name' (with a building icon). Below these fields is a checkbox labeled 'I agree, all the above details are true.' and a blue 'Register' button. At the bottom, it says 'Already have an Account [Sign In](#)'.

- Once your click on Register, you will get login id and password after sometimes in your registered email id.
- Then go to “Sign In” Page “[CONFERENCE PORTAL | Login \(iitkgp.ac.in\)](https://conferenceportal.iitkgp.ac.in/)”



The screenshot shows the 'Conference Portal' sign-in page. It has a title 'Conference Portal' and a subtitle 'Sign in to start your session'. The form includes 'Email' and 'Password' fields, each with an icon (envelope and lock respectively). There is a 'Remember Me' checkbox and a blue 'Sign In' button. At the bottom, there is a link 'Sign up for new author'.

- Then “Sign In” through login credentials



- After successfully sign in your account you will get the above page
- Then go to “Paper” tab
- Then go to “Submit Preliminary” tab
- Fill all the details
- If anyone wants to add co-author for the paper, he/she type the co-authors e-mail id at “search & add author for the paper”
- If the email id is already exists it is added to your account as a co-author, then click to “corresponding Author(s)” check box.

PAPER TOPICS

FM1 (AEROSPACE DYNAMICS)

PAPER TITLE *

Enter Paper Title

PAPER KEYWORDS *

Enter Keywords Name

ABSTRACT *

Enter Abstract

File input *

Choose File

No file chosen

FILE TYPE .pdf or .doc or .docx

SEARCH USER ID FOR ADD TO THE CURRENT PROJECT

SEARCH & ADD AUTHOR FOR THE PAPER

ID	NAME	EMAIL	INSTITUTE	CORRESPONDING AUTHOR(S)	ACTION
1	[REDACTED]	[REDACTED]@gmail.com	IIT KGP	☒	-
4	[REDACTED]	[REDACTED]	IIT KGP	☒	REMOVE

Submit Paper

- If the email id is not exists you can add your co-author

Submit new paper

istam.iitkgp.ac.in says

USER IS NOT PRESENT ?DO YOU WANT TO CREATE ?

OK

Cancel

PAPER TOPICS

FM1 (AEROSPACE DYNAMICS)

PAPER TITLE *

Enter Paper Title

PAPER KEYWORDS *

Enter Keywords Name

ABSTRACT *

Enter Abstract

File input *

Choose File

No file chosen

FILE TYPE .pdf or .doc or .docx

abc@gmail.com

SEARCH & ADD AUTHOR FOR THE PAPER

ID	NAME	EMAIL	INSTITUTE	CORRESPONDING AUTHOR(S)	ACTION
1	[REDACTED]	[REDACTED]@gmail.com	IIT KGP	☒	-

Submit Paper

Submit new paper

PAPER TOPICS

FM1 (AEROSPACE DYNAMICS)

PAPER TITLE *

Enter Paper Title

ABSTRACT *

Enter Abstract

File input * Choose File No file chosen

FILE TYPE .pdf or .doc or .docx

abc@gmail.com

NEW AUTHOR REGISTRATION

NAME

Enter Author name

EMAIL

Enter valid Email

PHONE

Enter Phone

ADDRESS

Enter address

INSTITUTE

Institute Name

REGISTER NOW

SEARCH & ADD AUTHOR FOR THE PAPER

ID	NAME	EMAIL	INSTITUTE	CORRESPONDING AUTHOR(S)	ACTION
1					

Submit Paper

- Then type the co-authors e-mail id at “search & add author for the paper” and click to “corresponding Author(s)” check box.
- Fill all the details and click on “Submit Paper”

Submit new paper

PAPER TOPICS

FM1 (AEROSPACE DYNAMICS)

PAPER TITLE *

Enter Paper Title

PAPER KEYWORDS *

Enter Keywords Name

ABSTRACT *

Enter Abstract

File input * Choose File No file chosen

FILE TYPE .pdf or .doc or .docx

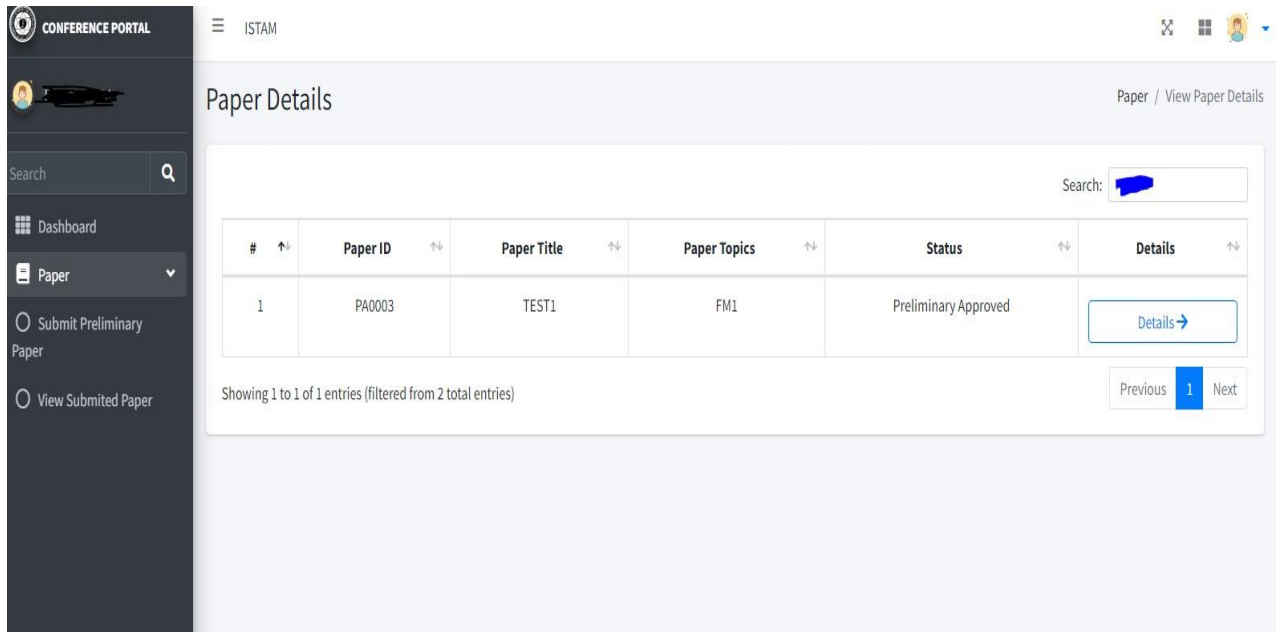
SEARCH USER ID FOR ADD TO THE CURRENT PROJECT

SEARCH & ADD AUTHOR FOR THE PAPER

ID	NAME	EMAIL	INSTITUTE	CORRESPONDING AUTHOR(S)	ACTION
1			IIT KGP	☒	-

Submit Paper

- Then your Preliminary Abstract is successfully added to ISTAM database.
- After accepting Preliminary Abstract status will be “Preliminary Approved”

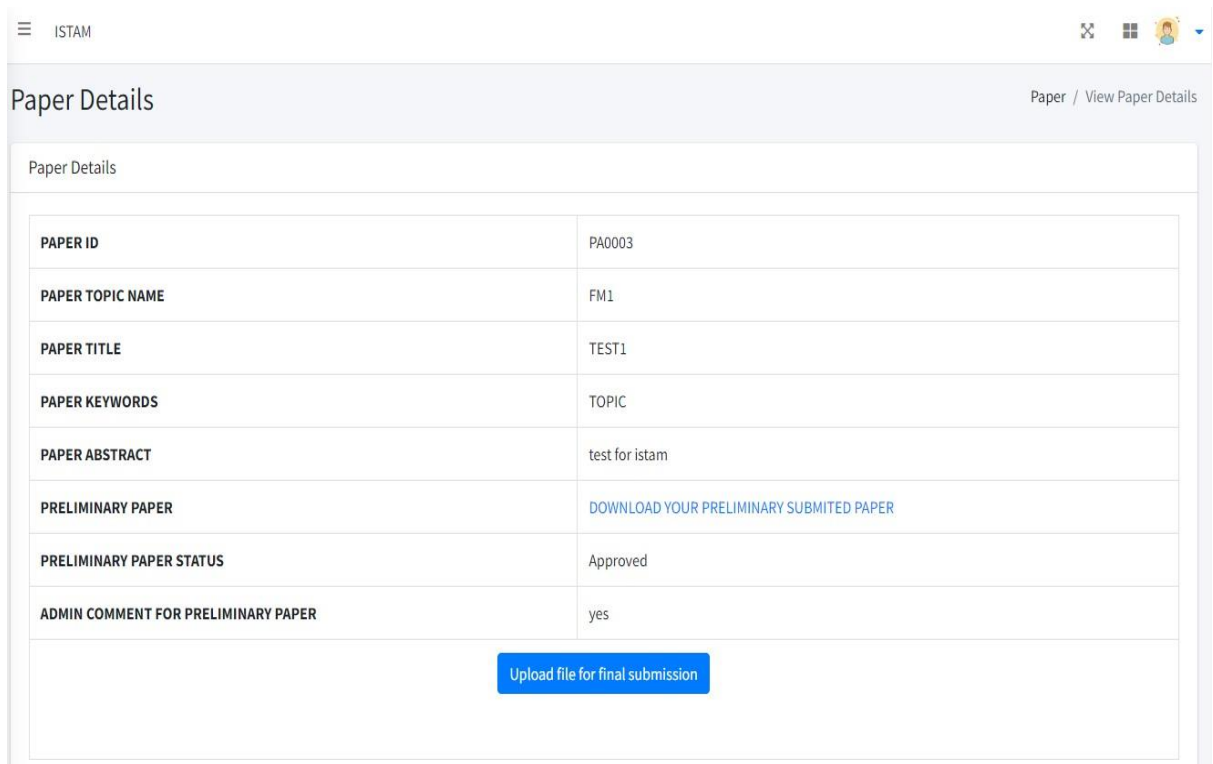


The screenshot shows the 'Paper Details' page in the ISTAM Conference Portal. The left sidebar contains navigation options: Dashboard, Paper (selected), Submit Preliminary Paper, and View Submitted Paper. The main content area shows a table with the following data:

#	Paper ID	Paper Title	Paper Topics	Status	Details
1	PA0003	TEST1	FM1	Preliminary Approved	Details

Below the table, it says 'Showing 1 to 1 of 1 entries (filtered from 2 total entries)'. There are 'Previous', '1', and 'Next' navigation buttons.

- Then click on details



The screenshot shows the 'Paper Details' page with expanded details. The details are as follows:

PAPER ID	PA0003
PAPER TOPIC NAME	FM1
PAPER TITLE	TEST1
PAPER KEYWORDS	TOPIC
PAPER ABSTRACT	test for istam
PRELIMINARY PAPER	DOWNLOAD YOUR PRELIMINARY SUBMITTED PAPER
PRELIMINARY PAPER STATUS	Approved
ADMIN COMMENT FOR PRELIMINARY PAPER	yes

At the bottom, there is a blue button labeled 'Upload file for final submission'.

- Click on “Upload file for final submission”

Paper Details	
PAPER ID	PA0002
PAPER TOPIC NAME	FM2
PAPER TITLE	TEST
PAPER KEYWORDS	TEST TOPIC
PAPER ABSTRACT	Test
PRELIMINARY PAPER	DOWNLOAD YOUR PRELIMINARY SUBMITTED PAPER
FINAL PAPER FILE	DOWNLOAD YOUR FULL UPLOADED FILE
PRELIMINARY PAPER STATUS	Approved
FINAL PAPER STATUS	Final Approved
PAYMENT STATUS	Payment Accepted
ADMIN COMMENT FOR PRELIMINARY PAPER	Accepted
ADMIN COMMENT FOR FINAL PAPER	Accepted
Your final paper already submitted	

- Thank You.