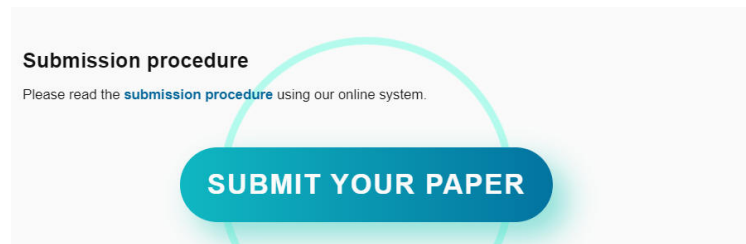


Upload article procedure on the conference site

1. The conference site can be accessed at <http://conferinta.feaa.usv.ro>
2. The upload procedure begins by accessing the SUBMIT YOUR PAPER button from the index page



3. In order to upload an article you must create an user account on the site. For this please access the link [Not a user? Create an account with this site](#)

4. You must fill in the displayed form (the fields marked with * are mandatory). Also, you must check within the form the option Author: Able to submit items to the conference.

5. After creating the user account, please access in the displayed page the link [\[New Submission\]](#).

- You must select the section in which the theme of the article fits and you must check the conditions from the checklist

Conference Track

Select the appropriate track for this submission (see [Track Policies](#)).

Track*

Submission Checklist

Indicate that this submission is ready to be considered by this conference by checking off the following (comments to the director)

- The submission has not been previously published, nor is it before another conference for consideration (or an explanatory Comments to the Director).
- The submission file is in **Microsoft Word document file format**.
- The text is in English language, max. 10 pages, A4 size, Word (min. '97), Times New Roman, 12 pt font, single spacing 2.5 cm, left-right: 3 cm, alignment: justified. Equations must be written with the equation editor. Scanned figures and graphs must be in PDF format.
- The text adheres to the stylistic and bibliographic requirements outlined in the [Author Guidelines](#), which is found in About the Conference.

Copyright Notice

Authors retain copyright over their work, while allowing the conference to place this unpublished work under a [Creative Commons](#) which allows others to freely access, use, and share the work, with an acknowledgement of the work's authorship and its initial publication conference.

Comments for Conference Director

Enter text (optional)

[Save and continue](#)

[Cancel](#)

- At the next step it is necessary to be accessed the [Choose file](#) button in order to select the file that contains the article and then to be accessed the [Upload](#) button

Submission File

No submission file uploaded.

Upload submission file

[Choose file](#)

No file chosen

[Upload](#)

[Save and continue](#)

[Cancel](#)

- At the next step the metadata of the article will be filled in.

Step 3. Entering the Submission's Metadata

1. START 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. CONFIRMATION

Authors

First name*
Middle name
Last name*
Email*
URL
Affiliation

Prenume	
Nume	
email@email.com	
www.site.ro	
Universitatea	
(Your institution, e.g. "Simon Fraser University")	
Country	Romania
Bio statement (E.g., department and rank)	Profesor univ. Departamentul

The data of the author that makes the submission of the article on the site will be taken automatically from his/her profile.

For coauthors, if it is the case, the ADD AUTHOR button will be accessed and the corresponding form will be filled in.

Add Author

Title and Abstract

Title*
Abstract*

Titlul	
Abstract	

The information regarding the title, abstract and key words will be filled in.

Indexing

Provide terms for indexing the submission; separate terms with a semi-colon (term1; term2; term3).

Keywords

9. The last step is to confirm the information filled in before, you must access the [Finish submission](#) button

Procedura încărcare articole pe site-ul conferinței

1. Site-ul conferinței poate fi accesat la adresa web <http://conferinta.feaa.usv.ro>
2. Procedura de incarcare incepe prin accesarea butonului SUBMIT YOUR PAPER din cadrul paginii de start



3. Pentru a putea incarca un articol este necesar sa va creati un cont de utilizator pe site. Pentru aceasta accesati link-ul [Not a user? Create an account with this site](#)

4. Este necesar sa se completeze formularul afisat (obligatoriu campurile marcate cu *). De asemenea, este obligatoriu să se bifeze în cadrul formularului optiunea Author: Able to submit items to the conference.

5. După crearea contului de utilizator, accesati, in pagina afisata, link-ul [\[New Submission\]](#).

6. Se selecteaza sectiunea in care se incadreaza tematica articolului si se bifeaza conditiile din checklist

Conference Track

Select the appropriate track for this submission (see [Track Policies](#)).

Track*

Submission Checklist

Indicate that this submission is ready to be considered by this conference by checking off the following (comments to the director)

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Comments for Conference Director

Enter text (optional)

[Save and continue](#)

[Cancel](#)

7. La pasul urmator e necesar sa se acceseze butonul **Choose file** pentru a selecta fisierul ce contine articolul si ulterior sa se acceseze butonul **Upload**

Submission File

No submission file uploaded.

Upload submission file No file chosen

[Save and continue](#) [Cancel](#)

8. În pasul urmator se vor completa metadatele aferente articolului.

Step 3. Entering the Submission's Metadata

1. START 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. CONFIRMATION

Authors

First name*
Middle name
Last name*
Email*
URL
Affiliation

Prenume	<input type="text"/>
Nume	<input type="text"/>
email@email.com	<input type="text"/>
www.site.ro	<input type="text"/>
Universitatea	<input type="text"/>
(Your institution, e.g. "Simon Fraser University")	<input type="text"/>
Romania	<input type="text"/>
Profesor univ.	<input type="text"/>
Departamentul	<input type="text"/>

Datele autorului care realizeaza incarcarea articolului pe site se vor prelua automat din profilul acestuia.

Pentru coautori, daca e cazul, se va accesa butonul ADD AUTHOR si se va completa formularul aferent

Add Author

Title and Abstract

Title*
Abstract*

Titlul	<input type="text"/>
Abstract	<input type="text"/>

Se vor completa informatiile referitoare la titlu, abstract si cuvinte cheie.

Indexing

Provide terms for indexing the submission; separate terms with a semi-colon (term1; term2; term3).

Keywords

9. Ultimul pas este unul de confirmare a informatiilor completate anterior, este necesar să se acceseze butinul [Finish submission](#)