

Easy Chair Instructions

(to submit authors' abstracts and papers)

How to submit abstracts and papers through Easy Chair:

Open the link: <https://easychair.org/conferences/?conf=icelt20160>

1. If you have not used Easy Chair Conference System earlier, click “create an account” to sign-up. You will have to indicate your name, give a password and a valid email address. You will then receive a confirmation email. To continue, click the embedded link. Complete the sign-up process by filling out your account information and click “create my account”. You will then be shown a confirmation and be given a link returning you to the sign-in page.
2. Sign in with your user name and password.
3. Click “New Submission” from the menu to upload your manuscript.
4. Click “Corresponding author” so that we can use your email address and send you the notification of abstract acceptance later. Add authors to your submission manually if there are any co-authors. In case of more than three, additional author forms can be added by clicking the link “add more authors” at the bottom of third author form.
5. Fill the information of your abstract in the “Title and Abstract” and “Keywords” sections (one keyword per line). (See Call for Papers ICELT2016 for detailed guidelines for abstracts).
6. DO NOT UPLOAD a paper (just do it after the notification of abstract acceptance). Click “Submit” to send your abstract.

You should receive a confirmation email showing that you have successfully submitted your abstract.

There are several links in the top right hand corner. You can login and have the options to update or withdraw your submission until the abstract submission deadline. The version to be considered for reviewing will be the one at the time of the abstract submission deadline (**April 15, 2016**).

7. After the date of notification of abstract acceptance, login your account and upload the PDF file of the Full paper by click “Browse” in the “Uploads” section. Complete the process by finding and selecting the proper file (in PDF) in your data. Click “Submit” to finish. You should receive a confirmation email showing that you have successfully submitted your paper.

To submit an updated version of your paper, click “Submit a New Version” and attach your updated paper (in PDF). The version to be considered for reviewing will be the one deposited here at the time of the paper submission deadline (**June 15, 2016**).

In case of any trouble with the Easy Chair submission, kindly feel free to contact:

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