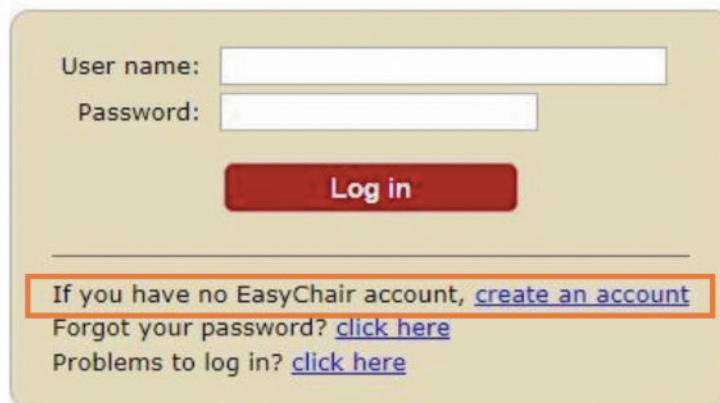


## Inscrição e submissão na plataforma EasyChair

Acedendo ao link para submissão (<https://easychair.org/conferences/?conf=fepue3>) a partir da página do FEPUE 3, encontrará o campo de login:



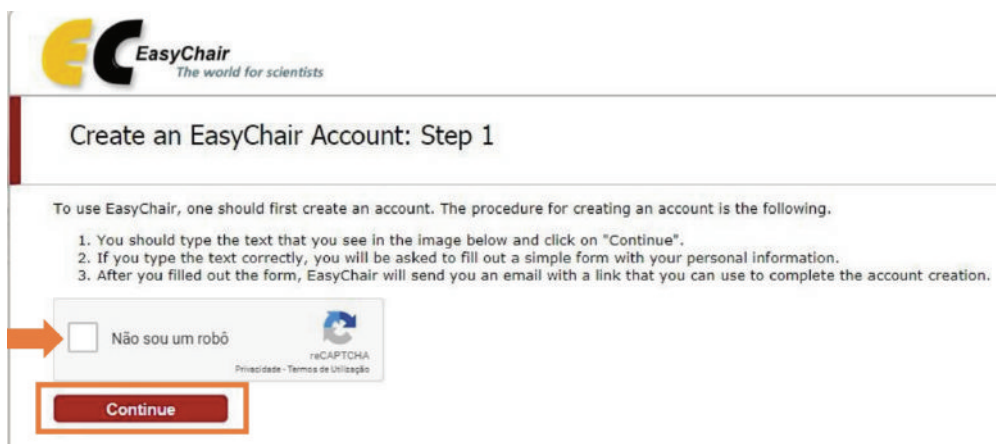
The image shows a login form with two input fields: "User name:" and "Password:". Below the fields is a red "Log in" button. Underneath the button, there are three lines of text: "If you have no EasyChair account, [create an account](#)", "Forgot your password? [click here](#)", and "Problems to log in? [click here](#)". The first line is highlighted with a red box.

### 1. Criação de conta EasyChair:

#### Passo 1:

Após clicar em "create na account", o novo utilizador será encaminhado para a primeira fase.

1. Clique no quadrado, confirmando que é um utilizador real.
2. Assim que apareça sinal de confirmação, clique no botão "continue".



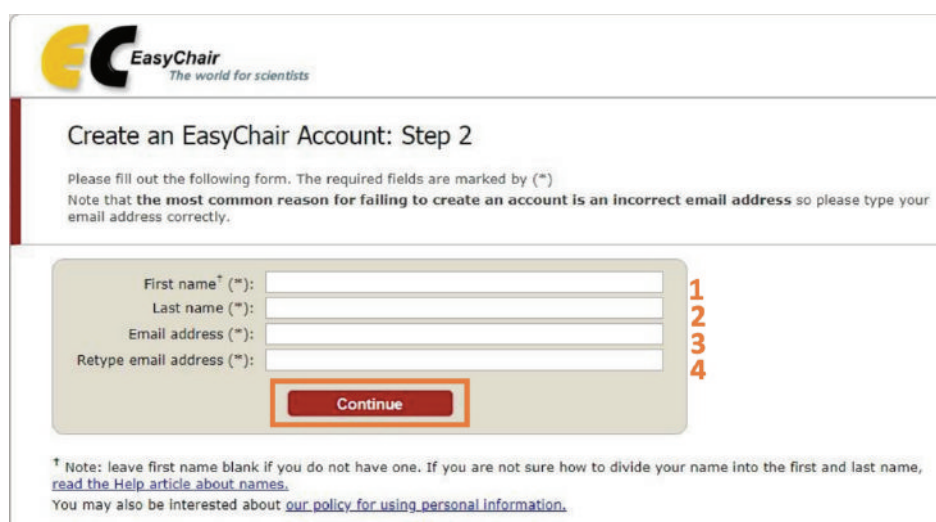
The image shows the "Create an EasyChair Account: Step 1" page. At the top left is the EasyChair logo with the tagline "The world for scientists". The main heading is "Create an EasyChair Account: Step 1". Below the heading, there is a paragraph: "To use EasyChair, one should first create an account. The procedure for creating an account is the following." followed by three numbered steps: 1. You should type the text that you see in the image below and click on "Continue". 2. If you type the text correctly, you will be asked to fill out a simple form with your personal information. 3. After you filled out the form, EasyChair will send you an email with a link that you can use to complete the account creation. Below the text is a reCAPTCHA widget with a checkbox labeled "Não sou um robô" and a "Continue" button. An orange arrow points to the checkbox, and the "Continue" button is highlighted with a red box.

## Passo 2:

Preencha os campos obrigatórios:

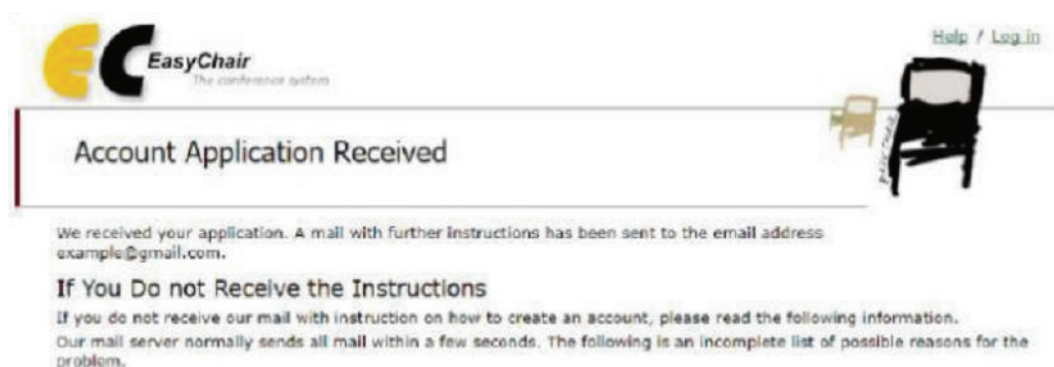
1. Primeiro nome;
2. Último nome;
3. Endereço de e-mail;
4. Volte a preencher o endereço de e-mail.

Clique no botão “continue”.



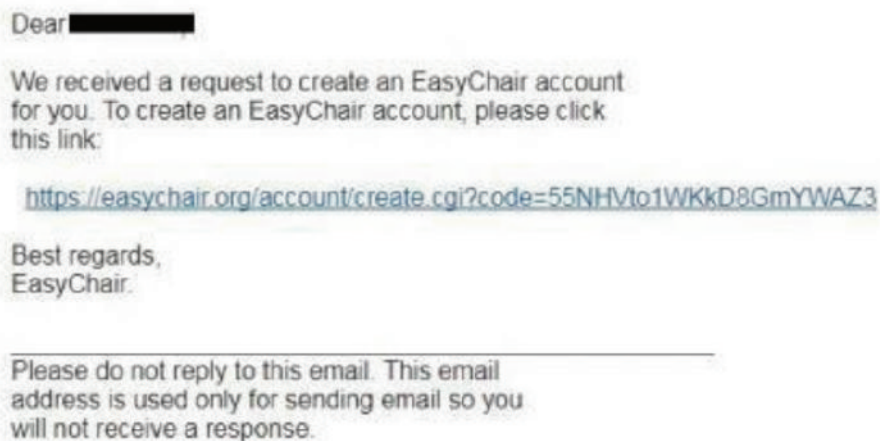
The screenshot shows the EasyChair website header with the logo and tagline "The world for scientists". Below the header, the page title is "Create an EasyChair Account: Step 2". A note states: "Please fill out the following form. The required fields are marked by (\*). Note that the most common reason for failing to create an account is an incorrect email address so please type your email address correctly." The form contains four input fields: "First name (\*):", "Last name (\*):", "Email address (\*):", and "Retype email address (\*):". To the right of these fields are vertical numbers 1, 2, 3, and 4. Below the fields is a red "Continue" button. At the bottom, there is a footnote: "† Note: leave first name blank if you do not have one. If you are not sure how to divide your name into the first and last name, read the Help article about names. You may also be interested about our policy for using personal information."

Deverá receber um ecrã a confirmar a inscrição no Easychair, com indicações de que mais informações serão **recebidas por email**.



## Verifique o email.

Deverá receber uma mensagem com o assunto “EasyChair account confirmation”. Por exemplo:



## Siga o link na mensagem.

Na página que o link abrirá, o utilizador deve **preencher os campos obrigatórios** indicados com (\*) e **clicar no botão “Create my account”**, no final do formulário:

Create an EasyChair Account: Last Step

Hello User Test! To complete the creation of your account please fill out the following form. You should create the account within 30 minutes, otherwise you will have to fill out this form from scratch.

To use EasyChair, you must agree to its [Terms of Service \(view terms\)](#), [\(download terms\)](#).

I agree to EasyChair Terms of Service

Enter your personal data.

First name\*: User  
Last name (\*): Test  
Organization (\*):  
Your personal Web page:

Enter your address.

Phone:  
Address, line 1 (\*):  
Address, line 2:  
City (\*):  
Post code (\*):  
State (US only) (\*):  
Country (\*):

Enter your account information. Note that user names are case-insensitive

User name (\*):  
Password (\*):  
Retype the password (\*):

Tome nota do “User name” e “Password” para utilizações futuras.

## 2. Submissão de proposta de comunicação no FEPUE 3:

Acedendo ao link para submissão (<https://easychair.org/conferences/?conf=fepue3>) a partir da página do FEPUE 3, encontrará o campo de login:



User name:

Password:

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If you have no EasyChair account, [create an account](#)

Forgot your password? [click here](#)

Problems to log in? [click here](#)

Depois do login, clique no link “enter as author”:

This conference accepts new submissions. You can log in as an author to make a submission:

- [enter as an author](#)

Preencha os dados dos autores.

Estes dados não serão vistos pelos revisores das propostas.

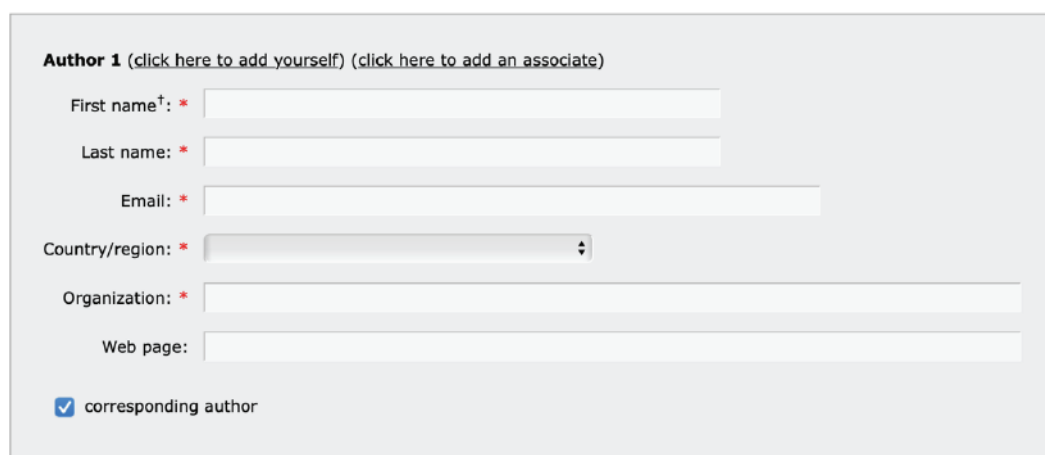
### New Submission for FEPUE3

Follow the instructions, step by step, and then use the “Submit” button at the bottom of the form. The required fields are marked by \*.

#### Author Information

For each author please fill out the form below. Some items on the form are explained here:

- **Email address** will only be used for communication with the authors. It will not appear in public Web pages of this conference. The email address can be omitted for not corresponding authors. These authors will also have no access to the submission page.
- **Web page** can be used on the conference Web pages, for example, for making the program. It should be a Web page of the author, not the Web page of her or his organization.
- Each author marked as a **corresponding author** will receive email messages from the system about this submission. There must be at least one corresponding author.



**Author 1** ([click here to add yourself](#)) ([click here to add an associate](#))

First name<sup>†</sup>: \*

Last name: \*

Email: \*

Country/region: \*

Organization: \*

Web page:

corresponding author

Preencha os campos do título e resumo (obrigatórios).

### Title and Abstract

The title and the abstract should be entered as plain text, they should not contain HTML elements.



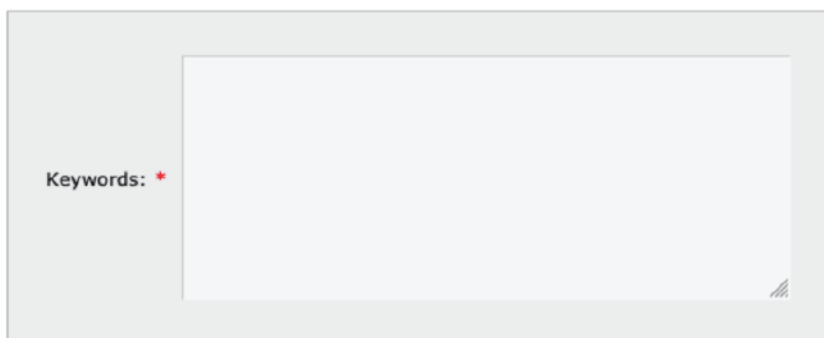
The image shows a form with a light gray background. At the top, there is a label "Title: \*" followed by a wide, empty text input field. Below this, a horizontal line separates the title section from the abstract section. Under the line, the text "The abstract should not exceed 2500 characters" is displayed. Below this text is a large, empty text area for the abstract, with a small cursor icon at the bottom right corner. To the left of this text area is the label "Abstract: \*".

Preencha o campo reservado para as palavras-chave (obrigatório).

Deverá indicar **uma “palavra-chave” por linha.**

### Keywords

Type a list of keywords (also known as key phrases or key terms), **one per line** to characterize your submission. You should specify at least three keywords.



The image shows a form with a light gray background. On the left side, there is a label "Keywords: \*". To the right of the label is a large, empty text area for entering keywords, with a small cursor icon at the bottom right corner.

Indique a **tipologia de submissão** (obrigatório) e faça **upload do ficheiro (PDF)** que preparou com base no template disponibilizado em <http://www.fepue3.uevora.pt>.

## Other Information and Files

The following part of the submission form was added by FEPUE3. It has neither been checked nor endorsed by EasyChair

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**Tipologia.** \* Por favor, escolha um tipo de submissão. Este campo é obrigatório. Consulte condições e normas em <http://www.fepue3.uevora.pt>.

Comunicação oral

Poster

Workshop

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**Paper.** Upload your paper. The paper must be in PDF format (file extension .pdf)

nenhum arquivo selecionado

Quando tiver preenchido todos os campos necessários, **clique em "Submit"** no final do formulário.