

# THE 20TH INTERNATIONAL CONFERENCE OF HONG KONG SOCIETY FOR TRANSPORTATION STUDIES 12-14 December, 2015

## *Instructions to Authors: Online Paper Submission*

Authors of accepted abstracts are invited to submit the full paper to the EasyChair paper management system (<https://easychair.org/conferences/?conf=hksts2015>) **by the deadline of 15th August, 2015.**

The formatting guidelines are available in the *Notes for Preparing Full Paper*. Authors are also encouraged to use the *Template for Full Paper Manuscript* to prepare their papers. Both the formatting guidelines and the manuscript template are available on the Conference Website: <http://www.hksts.org/conf.htm>. Late submissions and papers which do not follow the formatting guidelines will not be included in the conference proceedings.

## Online Paper Submission Instructions

1. Please go to the EasyChair paper management system for HKSTS 2015:  
<https://easychair.org/conferences/?conf=hksts2015>.

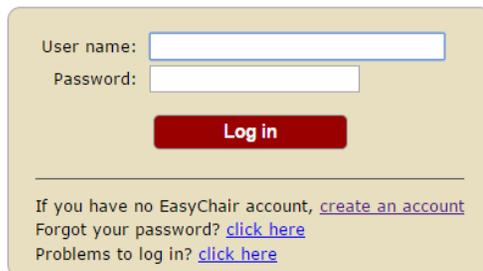
- 1.1. Please input your username and password. Then click “Log in”.

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### Log in to EasyChair for HKSTS 2015

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User name:

Password:

**Log in**

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- 1.2. Please click your previous submission.

New Submission **Submission 225** HKSTS 2015 EasyChair

HKSTS 2015 Login for [redacted]

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Tony Na, welcome to EasyChair! You are logged in as author.  
This session will expire after two hours of inaction.

If you log in and cannot find information you are looking for, for example, you are a PC member but EasyChair only recognizes you as an author, please read the [Help page on frequently asked questions](#).

### Conference Information

Acronym of the event:	HKSTS 2015
Name of the event:	The 20th HKSTS International Conference
Web site:	<a href="http://www.hksts.org/conf.htm">http://www.hksts.org/conf.htm</a>
Contact email addresses:	<a href="mailto:hksts20@se.cuhk.edu.hk">hksts20@se.cuhk.edu.hk</a>
Submission page:	<a href="https://easychair.org/conferences/?conf=hksts2015">https://easychair.org/conferences/?conf=hksts2015</a>

### Important Dates

description	dates
Deadline for submission of abstracts	2015-04-15 - 2015-04-15
Notification of acceptance of abstracts	2015-05-31 - 2015-05-31
Deadline for submission of full papers	2015-08-15 - 2015-08-15
Notification of acceptance of full papers	2015-09-16 - 2015-09-16
Deadline for submission of final papers	2015-10-15 - 2015-10-15
The 20th HKSTS International Conference	2015-12-12 - 2015-12-14

1.3. Please click “Add file” in the upper right corner.

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**HKSTS 2015 Submission 225**

If you want to **change any information** about your paper or withdraw it, use links in the upper right corner.

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**Paper 225**

Title:	Testing Abstracts Submission Process
Author	Test
keywords:	Abstracts Submission
Topics:	Decision analytics

1.4. Click the “choose file” button to browse the files in your computer.

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### Update a File for Submission 225

Use the form below to upload or update a file for your submission.

File	Admissible file extensions
<b>Upload Full Paper.</b> Authors who consider their papers for publication in the Conference Proceedings must submit a full paper, which conforms to the formatting guidelines and has not been published before or is not under consideration for publication anywhere else.	PDF (extension .pdf)
Authors who do NOT wish to publish their papers in the Conference Proceedings must also submit a full paper (in pdf/doc/docx format). The full paper is for review purpose only and will NOT appear in the Conference Proceedings	Word open XML document (extension .docx)
	Word document (extension .doc)

1.5. Please choose the paper to be submitted and click “open” to upload the paper. If you wish to publish the paper in the conference proceedings, please make sure that the paper follows the formatting guidelines in the *Notes for Preparing Full Paper*, which is available on the Conference Website: <http://www.hksts.org/conf.htm>

Open

Desktop

Organize New folder

Libraries System Folder

Computer System Folder

Network System Folder

TestingPaperSubmission.docx  
Microsoft Word Document  
22.8 KB

File name: TestingPaperSubmission.docx

- 1.6. Once you click “open”, the path of the document will be shown on the webpage. Then click “Submit” to upload the document.

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- 1.7. Upon successful submission, the system will show the status of “File Uploaded”. You can view your submission by clicking “Submission xxx”.

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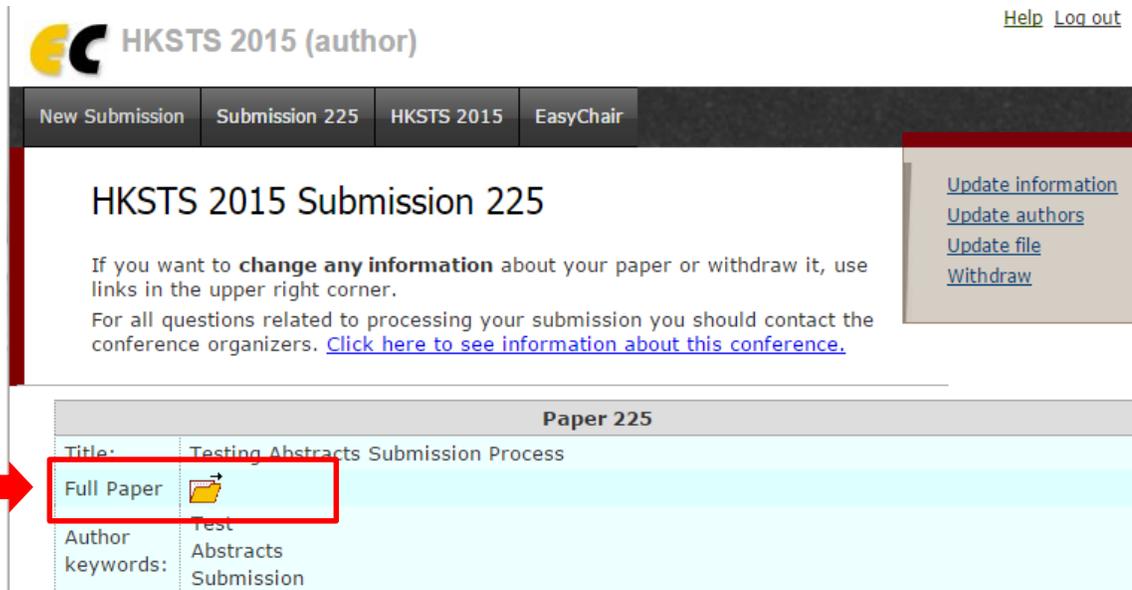
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### File Uploaded

The file has been uploaded. The current version of the submission is shown below.

Paper 225	
Title:	Testing Abstracts Submission Process
Full Paper	
Author	Test
keywords:	Abstracts Submission

- 1.8. The yellow folder button shows that your full paper has successfully been submitted to the system. By clicking the “yellow folder”, you can download your paper to view your submitted file.



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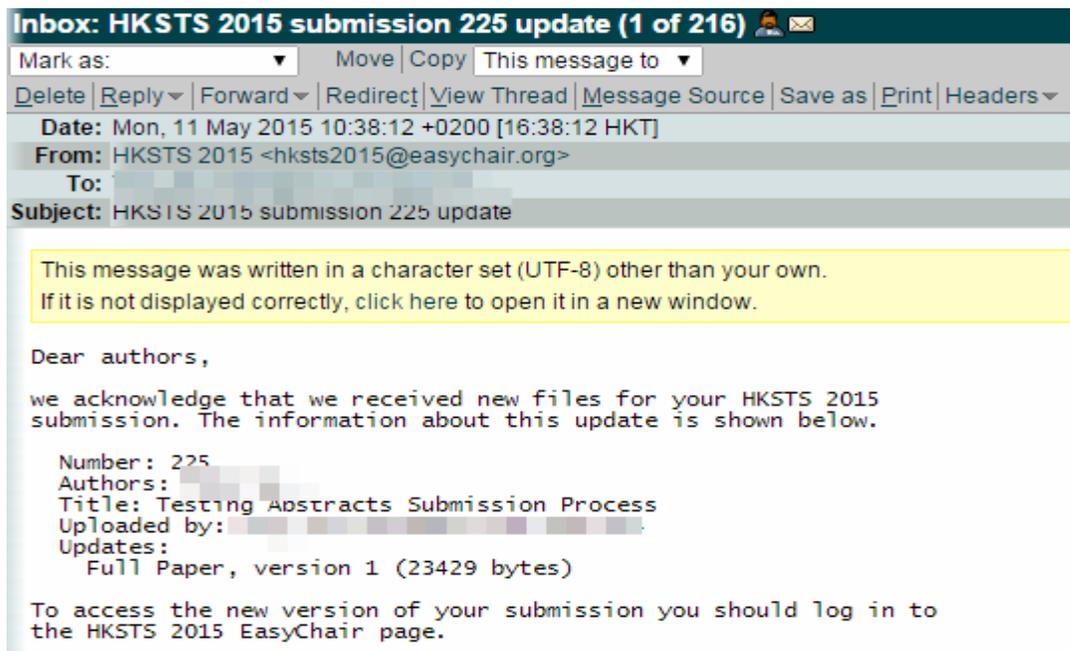
For all questions related to processing your submission you should contact the conference organizers. [Click here to see information about this conference.](#)

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**Paper 225**

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Author	Test
keywords:	Abstracts Submission

- 1.9. A notification email will also be sent to your email box upon successful submission.



**Inbox: HKSTS 2015 submission 225 update (1 of 216)**  

Mark as:  Move | Copy | This message to

[Delete](#) | [Reply](#) | [Forward](#) | [Redirect](#) | [View Thread](#) | [Message Source](#) | [Save as](#) | [Print](#) | [Headers](#)

**Date:** Mon, 11 May 2015 10:38:12 +0200 [16:38:12 HKT]  
**From:** HKSTS 2015 <hksts2015@easychair.org>  
**To:** [Redacted]  
**Subject:** HKSTS 2015 submission 225 update

This message was written in a character set (UTF-8) other than your own.  
If it is not displayed correctly, [click here to open it in a new window.](#)

Dear authors,

we acknowledge that we received new files for your HKSTS 2015 submission. The information about this update is shown below.

Number: 225  
Authors: [Redacted]  
Title: Testing Abstracts Submission Process  
Uploaded by: [Redacted]  
Updates:  
Full Paper, version 1 (23429 bytes)

To access the new version of your submission you should log in to the HKSTS 2015 EasyChair page.

2. If you wish to make any changes regarding your submission, you can use the options on the right hand side of your submission information page.

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Paper 225	
Title:	Testing Abstracts Submission Process
Full Paper	
Author	Test
keywords:	Abstracts Submission

2.1 To change the submission information, click “Update information”, make changes in the submission information and then click “Update Information” at the bottom of the page.

 **HKSTS 2015 (author)** [HELP](#) [LOG OUT](#)

New Submission | **Submission 225** | HKSTS 2015 | EasyChair

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Address, line 1 (\*):

Address, line 2:

City (\*):

Post code (\*):

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Title (\*):

*The abstract should not exceed 8000 characters*

Abstract (\*):

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**Category (\*).** Oral Presentation Only: Accepted papers will be presented in oral sessions. Full papers are not required and will not be included in the conference proceedings.  
Oral Presentation and Full Paper: Accepted papers will be presented in oral sessions. Full papers are required and will be included in the conference proceedings.  
Poster Presentation Only: Accepted papers will be presented in a poster session. Full papers are not required and will not be included in the conference proceedings.

Oral Presentation Only  
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 Poster Presentation Only



2.2 If you wish to make any changes in the author information, click “Update authors” and follow the instructions.

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### Author Information for HKSTS 2015 Submission 225

Using this page you can update information about any author, add new authors or delete an existing author. The required fields are marked by "(\*)". The use of some fields on the form is explained below.

- **Email** addresses below will only be used for communication, with the authors. They will not appear in public Web pages of this conference.
- **Web site** can be used in the conference Web pages, for example, for producing the program.
- Every author marked as a **corresponding author** will receive email messages from the system. There must be at least one corresponding author.

To **update** any information about an author click on the table cell containing this information.

first name	last name	email	country	organization	web site	corresponding

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New Submission Submission 225 HKSTS 2015 EasyChair

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To delete the file, use the rightmost column.

File	Admissible file extensions	Current version	Delete
<p><b>Upload Full Paper.</b> Authors who consider their papers for publication in the Conference Proceedings must submit a full paper, which conforms to the formatting guidelines and has not been published before or is not under consideration for publication anywhere else.</p> <p>Authors who do NOT wish to publish their papers in the Conference Proceedings must also submit a full paper (in pdf/doc/docx format). The full paper is for review purpose only and will NOT appear in the Conference Proceedings.</p> <p><input type="button" value="Browse..."/></p>	PDF (extension .pdf) Word open XML document (extension .docx) Word document (extension .doc)		

**If there is any enquiry, please contact:**  
**Secretary of the 20th HKSTS International Conference**  
**The Chinese University of Hong Kong**  
**E-mail : [hksts20@se.cuhk.edu.hk](mailto:hksts20@se.cuhk.edu.hk)**