

MANUAL FOR FULL PAPER SUBMISSION

- a) Please visit the conference website under option of “Call for papers”: <http://www.ukm.my/icms4/call-for-papers.html>
- b) Template for full paper can be downloaded from the link in (a) along with the copyright transfer form and additional information (FAQ and Guide for authors).

Templates

Templates for abstract and full paper will be available for download soon:

1. Template for abstract.



abstract_template_icms4.doc

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2. Template for full paper.

- LATEX template:



aiproc_8s.zip

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- MS-Word template:



8_point5_x11_single_column_template.dotx

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Please fill in and submit the copyright transfer form below together with your full paper.



copyright_transfer.pdf

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- c) After preparing your paper and ready to submit, select your option as shown below. Note that this menu is available on the same link in (a).

Submissions

Registration and login to UKM conference system are required to submit items online and to check the status of current submissions.

Already have a Username/Password for UKM Conference system?

[GO TO LOGIN](#)

Need to register for the conference?

[GO TO REGISTRATION](#)

Submit an abstract or paper?

[GO TO ONLINE SUBMISSION](#)

- d) Please note that before uploading the full paper, you need to complete the registration process and submit the abstract first.
- e) Given that you have completed step (d), when you log in to UKM conference system, on the author menu click the “awaiting upload” menu.

ACTIVE		ARCHIVE			
ID	MM-DD SUBMIT	TRACK	AUTHORS	TITLE	STATUS
2817	10-22	DATA	Zamzuri	CUBA1	AWAITING UPLOAD
2819	10-22	DATA	Zamzuri	L	ABSTRACT IN REVIEW

- f) Then, upload the full paper (*this will appear as Step 3 – as shown below*)

Step 3. Uploading the Submission

3. UPLOAD SUBMISSION 4. UPLOAD SUPPLEMENTARY FILES 5. CONFIRMATION

To upload a paper to this conference, complete the following steps.

1. On this page, click Browse (or Choose File) which opens a Choose File window for locating the file on the hard drive of your computer.
2. Locate the file you wish to submit and highlight it.
3. Click Open on the Choose File window, which places the name of the file on this page.
4. Click Upload on this page, which uploads the file from the computer to the conference's web site and renames it following the conference's conventions.
5. Once the submission is uploaded, click Save and Continue at the bottom of this page.

Encountering difficulties? Contact **Noratiqah Mohd Ariff** for assistance (+60389215755).

Submission File

File name	2817-2792-1-SM.docx
Original file name	Untuk reviewer.docx
File size	241KB
Date uploaded	2015-10-22 11:49 AM

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- g) The next step is to upload the copyright transfer form and any other supplementary files.

Step 4. Uploading Supplementary Files

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This optional step allows Supplementary Files to be added to a submission. The files, which can be in any format, might include (a) research instruments, (b) data sets, which comply with the terms of the study's research ethics review, (c) sources that otherwise would be unavailable to readers, (d) figures and tables that cannot be integrated into the text itself, or other materials that add to the contribution of the work.

ID	TITLE	ORIGINAL FILE NAME	DATE UPLOADED	ACTION
<i>No supplementary files have been added to this submission.</i>				

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h) **Finally, confirm your submission of the full paper.**

Step 5. Confirming the Submission

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To submit your manuscript to The 4th International Conference on Mathematical Sciences click Finish Submission. The submission's principal contact will receive an acknowledgement by email and will be able to view the submission's progress through the editorial process by logging in to the conference web site. Thank you for your interest in publishing with The 4th International Conference on Mathematical Sciences.

File Summary

ID	ORIGINAL FILE NAME	TYPE	FILE SIZE	DATE UPLOADED
2792	UNTUK REVIEWER.DOCX	Submission File	241KB	10-22

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