Submission procedure of Progress Reports

According to the following procedure, we request the project leader to submit two files (Excel & PDF). Proceed to https://project.ccs.tsukuba.ac.jp/e/MCRP2023, then login.

(I) Upload of the Excel file

① From the left menu, press "Proposal submission"



- ② Click on the title of proposal
- ③ Click on "Go to contribution"

Call for Abstracts

Presentation Materials

There are no materials vet.

	Project title	Withdraw 🖉 🖪
Accepted	submitted this abstract and it was finally accepted for track as MCRP-S. Go to contribution	
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(4) Press the pencil mark in the right of "Presentation Materials"

Note: If other Excel files exist, the file name should be different from them.

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- (5) Press "Upload files" and drag and drop the Excel file
- 6 Change property of "Protected" from "NO" to "YES"

Protected	NO
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Protected	YES

⑦ Finally, press "Upload" and upload the file.

(II) Upload the progress report (PDF)

- ① Convert the word file into PDF and save.
- ② From the left menu, press "Progress reports"

MCRP-2022			
Proposal submission			
List of approved projects			
Progress reports			
Member registration			
Flow of process			
For project leaders			
Contact			
project-register@ccs.tsu			

③ Press "Submit paper"



- (4) Drag & drop the PDF file created in \mathbb{O} .
- 5 Finally, press "Save" and upload the file.
- DO NOT FORGET to convert the file into PDF.
- If there are any deficiencies in the report, it will be returned with comments. An email will be sent to the address registered in your Indico account. Failure to comply with this will be considered "unsubmitted" and you lose the right to submit