



IEEE PDF *eXpress*TM Site Setup Confirmation

Dear **Malay Gangopadhyay**:

This receipt verifies that an IEEE PDF *eXpress* site has been set up for access as follows:

Project Info

Request Rec'd: **2020-07-14**

Full Publication Title: **2020 IEEE International IOT, Electronics and Mechatronics Conference (IEMTRONICS)**

Conference Contact for conference-related questions

Name: **Malay Gangopadhyay**

Email: **malay.ganguly@iemcal.com**

IEEE PDF eXpress Site Dates

Site opens: **2020-07-16**

Submission deadline: **2020-10-15**

Site closes: **2020-11-14**

(Please do not disclose "Site Close Date" to your authors)

Site support is maintained via 24 hour online help (PDFSupport@ieee.org).

Please be sure to review the following pages. The pages include the additional publishing tasks required to create the conference proceedings with resource links to assist organizers and PDF instructions to be distributed to your authors.

Thank you for using IEEE PDF eXpress!



Required Publishing Tasks for Conference Publishers

1. If IEEE is the copyright holder, all authors, which intend on publishing in the IEEE Xplore Digital Library are required to provide a transfer of copyright. IEEE Meetings, Conferences & Events (MCE) will reach out to you with next steps on the Copyright transfer process.
2. Instruct your authors to add the copyright notice to their papers **before** creating PDFs. Copyright notice can be found in Section IV - Copyright Information in the Letter of Acquisition.
3. Instruct your authors to use the IEEE PDF eXpress site to validate their papers (see following page).
4. **Provide IEEE Xplore®-compatible PDFs to Conference Operations.**
IMPORTANT: Any changes made to a PDF after IEEE PDF eXpress conversion or PDF Checking may invalidate Xplore compatibility. This includes headers, page numbers, copyright notice, watermarks, etc. If any of these elements are desired, they should be added to the document before a PDF is created.
5. **All PDFs to be included in IEEE Xplore®** (e.g. title page, copyright page, author index, etc.) should be validated through PDF eXpress for Xplore compatibility
6. Always use the [IEEE Packing List Generator](#) to create the packing list. Remember to include all files you wish to be posted to IEEE Xplore when creating the packing list. In addition to the technical papers, please include copyright page, title page, table of contents, and author index. Please ensure that all paper file names are less than 50 characters.
7. Always use the [IEEE Packing List Checker](#) to validate the packing list prior to submission. The packing list checker tool should be used anytime a change is made to the packing list.
8. Distribute the following page to your authors to provide them access to free Word and

LaTeX templates and to PDF instructions MS Word and LaTeX templates.

PDF Instructions for your Authors

2020 IEEE International IOT, Electronics and Mechatronics Conference (IEMTRONICS)

Before Creating a PDF

- Add the copyright notice to the bottom of the first page of your source document. If necessary, contact **Rajashree Paul** at rajashree.paul@uem.edu.in for the appropriate copyright notice.
- Proofread your source document thoroughly to confirm that it will require no revision.

Creating your PDF eXpress Account

Log in to the [IEEE PDF eXpress](#)™ site

First-time users should do the following:

1. Select the New Users - Click Here link.
2. Enter the following:
 - **51293X** for the Conference ID
 - your email address
 - a password
3. Continue to enter information as prompted.

An Online confirmation will be displayed and an email confirmation will be sent verifying your account setup.

Previous users of PDF eXpress need to follow the above steps, but should enter the same password that was used for previous conferences. Verify that your contact information is valid.

Contacting PDF eXpress Support

Access the [Publications Support Center](#) for IEEE PDF eXpress.

If you do not find an answer in the Find Answers tab, go to the

The screenshot shows the IEEE Publications Support Center website. At the top, there is a navigation bar with links for IEEE.org, IEEE Xplore Digital Library, IEEE Standards, IEEE Spectrum, and More Sites. Below this is the main header with the IEEE logo and the text "Publications Support Center". A secondary navigation bar contains buttons for "Support Home", "Find Answers", "Ask a Question", and "My Support History". The main content area features an "Advanced Search" section with a search input field and a "Search" button. Below the search field, it says "Find the answer to your question". On the right side, there is a "Contact Us" section with a "Contact Us" button and a link for "Other Contacts at IEEE". At the bottom right, it displays "Results 1 - 10 of 106".

Ask A Question tab.

Your question will be forwarded
to IEEE PDF Support and
answered within 3 business
days.