

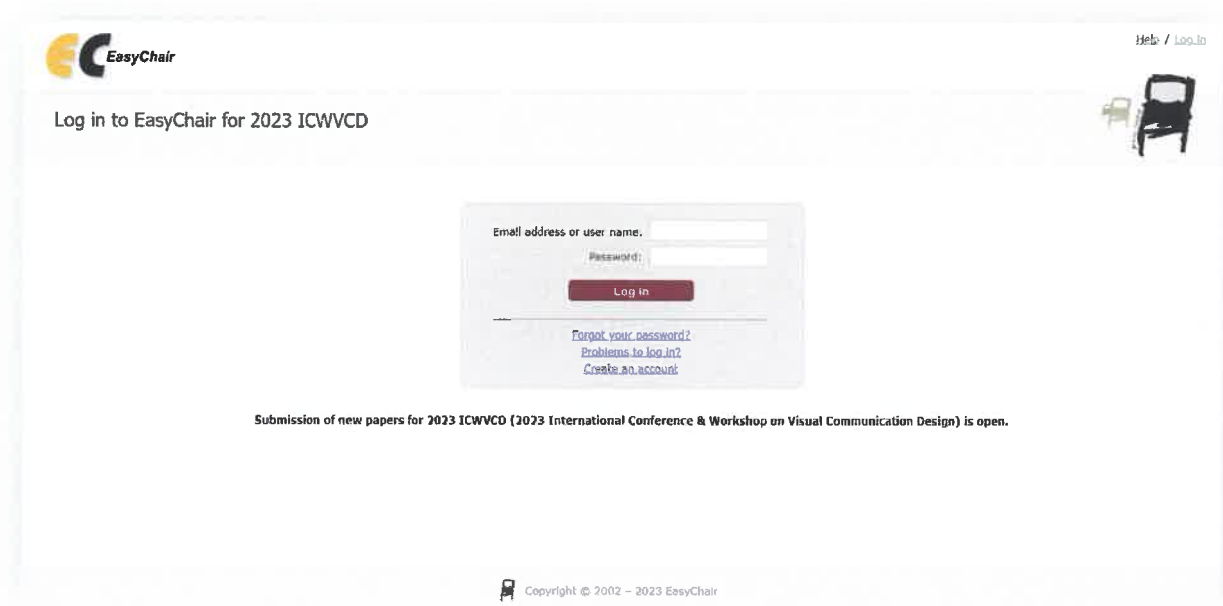
2023 ICWVCD 視覺傳達設計國際研討會、工作營暨基礎造型論壇 線上投稿系統（EasyChair）使用說明

- 本次研討會包括論文發表，皆使用 EasyChair 線上投稿系統
- 若還未有 EasyChair 使用者帳號，需先點選以下連結註冊帳號
→ <https://easychair.org/conferences/?conf=2023icwvcd>

如何註冊

STEP 1. 登入系統建置投稿者帳號

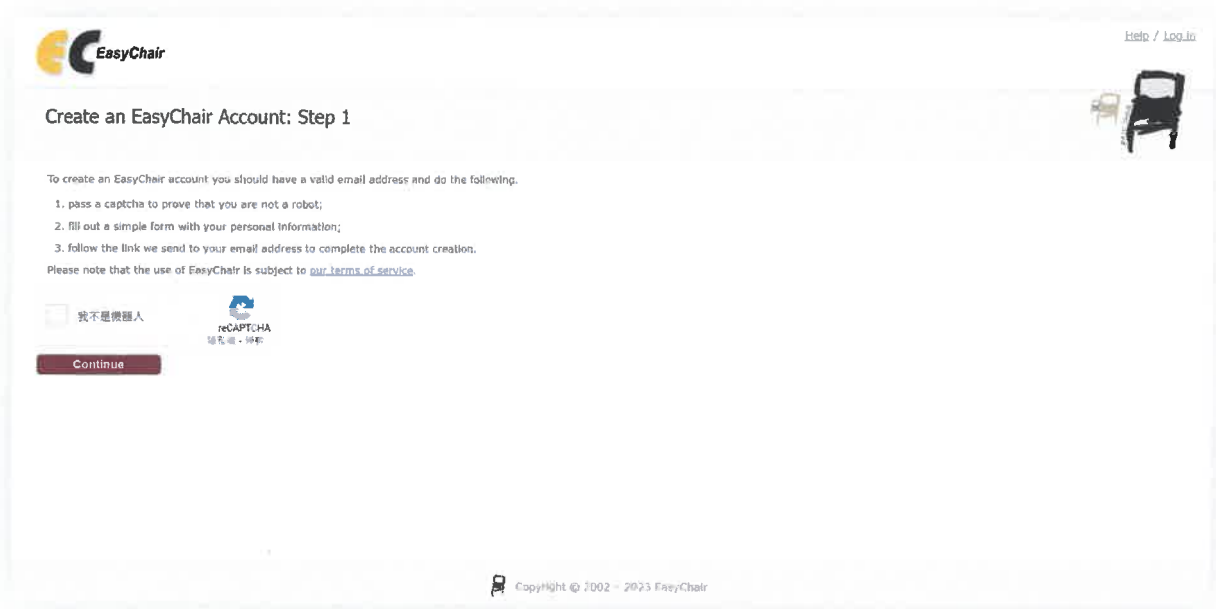
- 初次使用者，請先點選 **Create an account** 註冊使用者帳號



The screenshot shows the EasyChair login interface. At the top left is the EasyChair logo. The main heading is "Log in to EasyChair for 2023 ICWVCD". On the right, there is a "Help / Log In" link and a small icon of a chair. The central form contains two input fields: "Email address or user name:" and "Password:". Below these is a red "Log in" button. Underneath the button are three links: "Forgot your password?", "Problems to log in?", and "Create an account". At the bottom of the page, there is a notice: "Submission of new papers for 2023 ICWVCD (2023 International Conference & Workshop on Visual Communication Design) is open." and a copyright notice: "Copyright © 2002 - 2023 EasyChair".

STEP 2. 系統建置確認

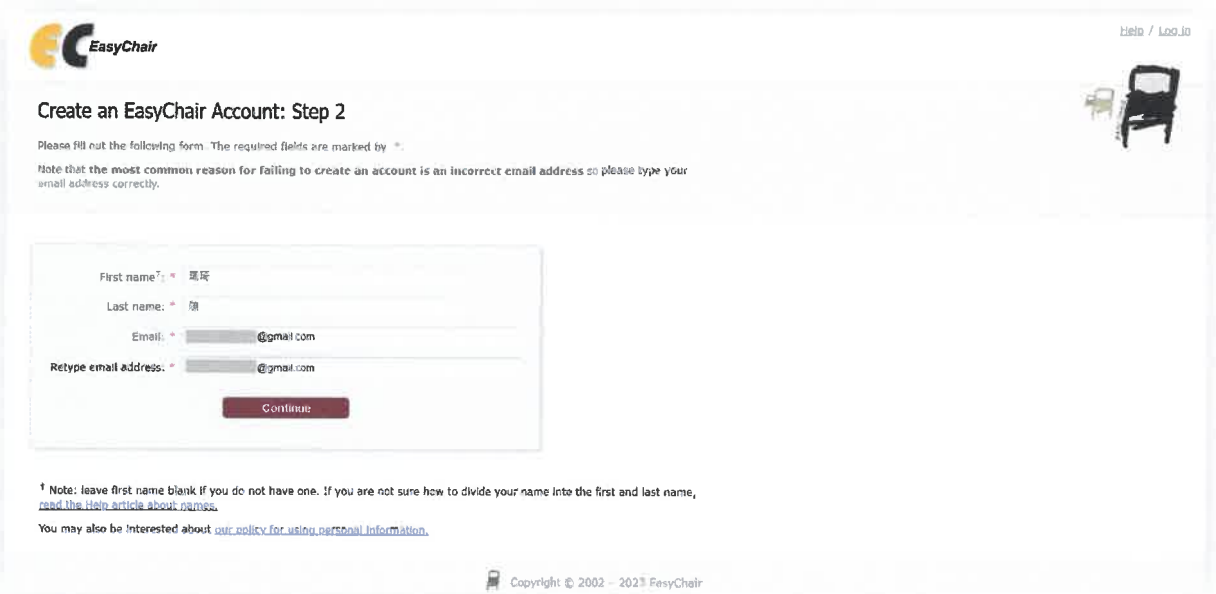
- 點選「我不是機器人」後，點選 **Continue**



The screenshot shows the 'Create an EasyChair Account: Step 1' page. At the top left is the EasyChair logo, and at the top right are links for 'Help / Log In' and a chair icon. The main heading is 'Create an EasyChair Account: Step 1'. Below this, there is a list of instructions: 'To create an EasyChair account you should have a valid email address and do the following: 1. pass a captcha to prove that you are not a robot; 2. fill out a simple form with your personal information; 3. follow the link we send to your email address to complete the account creation. Please note that the use of EasyChair is subject to [our terms of service](#).' Below the instructions is a checkbox labeled '我不是機器人' (I am not a robot) next to a reCAPTCHA logo. A red 'Continue' button is positioned below the checkbox. At the bottom center, there is a copyright notice: 'Copyright © 2002 - 2023 EasyChair'.

STEP 3. 基本資料輸入

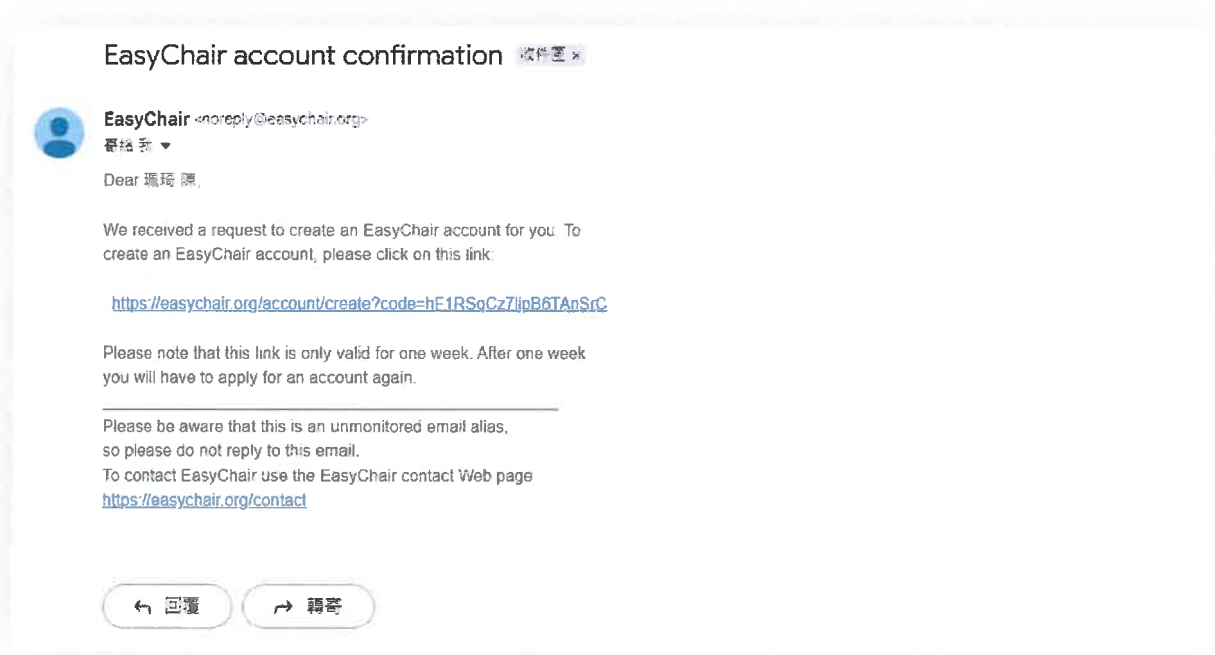
- 輸入註冊者的 **中文姓名** 與 **Email**，完成後點選 **Continue**



The screenshot shows the 'Create an EasyChair Account: Step 2' page. At the top left is the EasyChair logo, and at the top right are links for 'Help / Log In' and a chair icon. The main heading is 'Create an EasyChair Account: Step 2'. Below this, there is a note: 'Please fill out the following form. The required fields are marked by *.' and another note: '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*' with the value '瑪琍', 'Last name*' with the value '顏', 'Email*' with the value 'xxxx@gmail.com', and 'Retype email address*' with the value 'xxxx@gmail.com'. A red 'Continue' button is located below the form. At the bottom left, 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](#).' Below the footnote is a link: 'You may also be interested about [our policy for using personal information](#).' At the bottom center, there is a copyright notice: 'Copyright © 2002 - 2023 EasyChair'.

STEP 4. 信箱驗證

- 前往輸入的Email信箱，並點選驗證連結



STEP 5. 資料輸入 & 密碼設置

- 輸入 **中文個人基本資料** 與 **密碼**，完成後點選 **Create my account** 即完成註冊

The screenshot shows the "Create an EasyChair Account: Last Step" form. The form includes the following fields and options:

- I agree to EasyChair Terms of Service
- Enter your personal data:
 - First name: * 瑪琦
 - Last name: * 陳
 - Affiliation: * 國立雲林科技大學磁電場設計所
 - Country/region: * Taiwan
- Your personal Web page: (empty field)
- Enter your password:
 - Password: *
 - Repeat the password: *
-

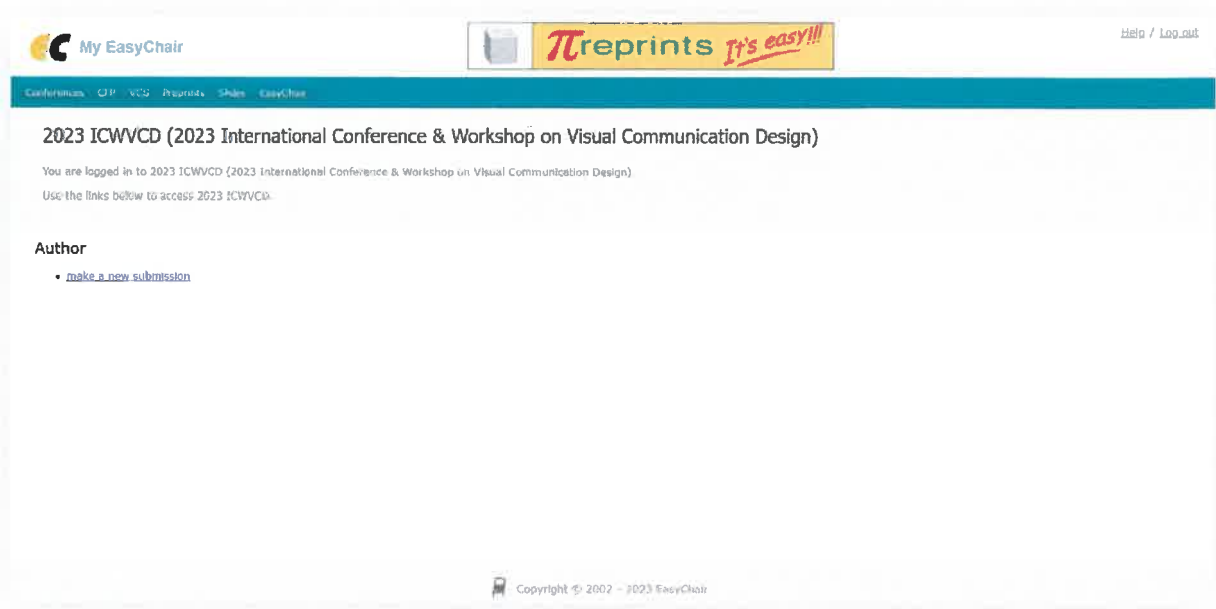
At the top right of the page, there are links for "Hello / Log In" and a "Help" icon.

- Password 密碼必須包含英文和數字
- 使用英文時須注意大小寫（註冊時輸入大寫，登入時就需大寫）

如何投稿

STEP 1. 登入系統

- 進入 2023 ICWVCD 的 EasyChair 後，點選 **Author** 下方的 **make a new submission**



STEP 2. 填寫作者資訊

- 若勾選為通訊作者，將會收到稿件相關通知，**每篇投稿至少一位註冊通訊作者**

The screenshot shows the 'Author 1 (click here to add yourself)' registration form. The form fields are as follows:

- First name[†]: * 璦琦
- Last name: * 璦
- Email: * [redacted]@gmail.com
- Country/region: * Taiwan (dropdown menu)
- Affiliation: * 國立雲林科技大學視覺傳達設計所
- Web page: [empty field]
- corresponding author

STEP 5. 送出稿件

- 選擇要投稿的稿件檔案，並點選 **Submit** 送出

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

測試測試.pdf

Ready?

If you filled out the form, press the 'Submit' button below. **Do not press the button twice: uploading may take time!**

- 投稿論文限定為 **PDF** 格式，檔案大小不得超過 **15MB**，論文請勿編頁碼，「著作授權同意書」請合併在投稿論文的最後一頁
- 「著作授權同意書」並不包含在 8 - 10 頁的限制內

STEP 6. 提交完成

- 若稿件成功提交，則會出現已成功投稿畫面

2023 ICWVCD (author) Help / Log out

New Submission Submission 1 Home EasyChair

2023 ICWVCD Submission 1

[Update information](#)
[Update authors](#)
[Update file](#)

The submission has been saved!

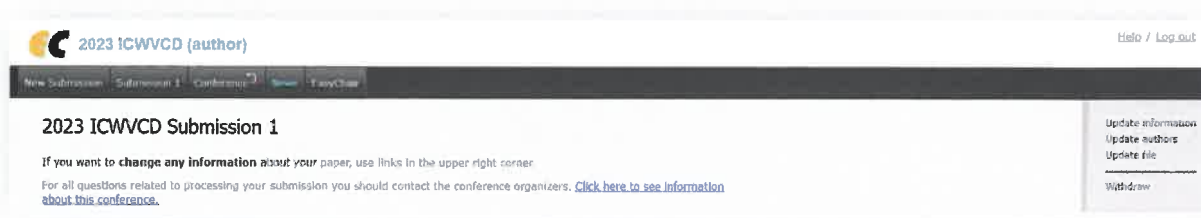
Submission 1	
Title	peggy測試
Paper	(Jul 07, 06:55 GMT)
Author keywords	關鍵詞1 關鍵詞2 關鍵詞3 關鍵詞4
Abstract	摘要內容
Submitted	Jul 07, 06:55 GMT
Last update	

Authors						
first name	last name	email	country	affiliation	Web page	corresponding?
瑛琦		@gmail.com	Taiwan	國立雲林科技大學電機機電設計所		✓

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STEP 7. 修改稿件資訊

- 在稿件送出後，可在 **Submission 4** 中確認稿件編號、內容、作者與檔案資訊，參考評論意見修正後的稿件，也可以選 **Update file** 按鈕更新稿件



- **Update information** 修改稿件資訊（標題、摘要與關鍵字）
- **Update authors** 修改作者資訊（順序、通訊作者設定）
- **Update file** 更新稿件
- **Withdraw** 取消稿件