DETAILED GUIDANCE FOR SUBMISSION

Access the website https://ticpoliticassociais.org/ and click on the event banner:

By clicking, you will be redirected to the event page. There you can learn about the Guidelines for Authors, download the Template to insert your work into the guidelines and submit it by clicking on the "Submit" icon.

- If you click on the event banner, you will be directed to the "Online Submission" page of the OCS system from the Federal University of Rio de Janeiro, with the following layout. You must registar with your Login/Password to then Access. OBS: when registering, remember to also register as an Author.

- After registering on this platform, access with your login and password, and click on New Submission:

- When clicking on "New Submission", you will be directed to Step 01. In this item you must choose the "Thematic Area", referring to the *Event Thematic Axes*, choose the "Session Type",

check and make sure your documents comply with the "Submission Guidelines". Oh, and don't forget to click "Save and Continue".

- In Step 2, Submissions, you must insert the manuscript, this is a Word document, without authorship identification. Choose the word document, and then click "Transfer".

- After clicking "Transfer" your document will appear on the screen and you must click on "Save and Continue".

- After Saving and Continue you will be directed to Step 3: Submission Metadata (Indexing). You must fill in the author data and, if your paper has more authors, you can include them by clicking on "Include Author"

OPEN CONFERENCE SYSTEM

Ajuda

Capa > Usuário > Autor > Submissões > Nova submissão

Passo 3. Metadados da Submissão (Indexação)

1. INÍCIO 2. TRANSFERÊNCIA DO MANUSCRITO **3. INCLUSÃO DE METADADOS** 4. TRANSFERÊNCIA DE DOCUMENTOS SUPLEMENTARES 5. CONFIRMAÇÃO

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Incluir Autor

USUÁRIO
Você está logado como...
ro734902
- Meu Perfil
- Sair

NOTIFICAÇÕES
- Visualizar
- Gerenciar

CONTEÚDO DA CONFERÊNCIA
Pesquisa

Todos
Pesquisar

Informações sobre a Conferência
» Áreas Temáticas
» Agenda da Conferência
» Cronograma
Procurar
- Por Conferência
- Por Autor
- Por título

TAMANHO DA FONTE

INFORMAÇÃO
- Para leitores
- Para Autores

- Still in Step 3, you must enter the title of your paper, separately, in the "Title" item. It is necessary to enter 3 to 5 keywords in the "Indexation" item. If your work is the product of some research with a funding source, it can also be explained in the item "Funding Agency". Don't forget to click "Save and Continue":

Incluir Autor

Título

Título*

Indexação

Digite termos que descrevam da melhor maneira o conteúdo da submissão, segundo as categorias utilizadas pela revista e os exemplos oferecidos pelo editor. Separe os termos com ponto-e-vírgula(termo1; termo2; termo3).

Palavras-chave

Fotossíntese; Buracos Negros; Arquitetura da Informação; Sistemas de Informação

Idioma   pt

Português=pt; English=en; French=fr; Spanish=es. Códigos Adicionais.

Agências de Fomento

Indique as agências que fomentaram ou patrocinaram o trabalho.

Agências

Salvar e continuar   Cancelar

* Indica campo obrigatório

- After clicking Save and Continue you will be directed to Step 4: "Transfer of Supplementary Documents". In this item you must include the document in PDF, it must be in the Seminar Template, following all the Guidelines for Authors. You must choose your file and click "Transfer". After uploading your file, click "Save and Continue".

- Still in Step 4. Supplementary Document, you must insert the metadata of this document. It is necessary to fill in the "Document Type" item and choose "Original Text".

- If your paper was originally published in event annals, a scientific journal and/or ebook, you can insert the URL in the "Publisher" item.

- When inserting the supplementary PDF document with all the authorship information, it should appear in the "Supplementary Document" area. **ATTENTION: do not click on "Submit document to evaluators (...)", as this document contains information about the authors**. Then, just click "Save and Continue"

- You will automatically be directed to the completion of Step 04: Transfer of Supplementary Documents. Check that the transferred file is correct and click "Save and Continue"

- Before completing the Submission, in Step 5, make sure that two files appear in the "Document Summary", one of the "Submission Document" type (in word) and the other "Supplementary Document" (in PDF). After making sure, click on "Complete Submission".

Thank you for your attentive Submission to the 1st Iberoamerican Seminar on ICTs and Social Policies.

Yours sincerely,

Scientific Committee