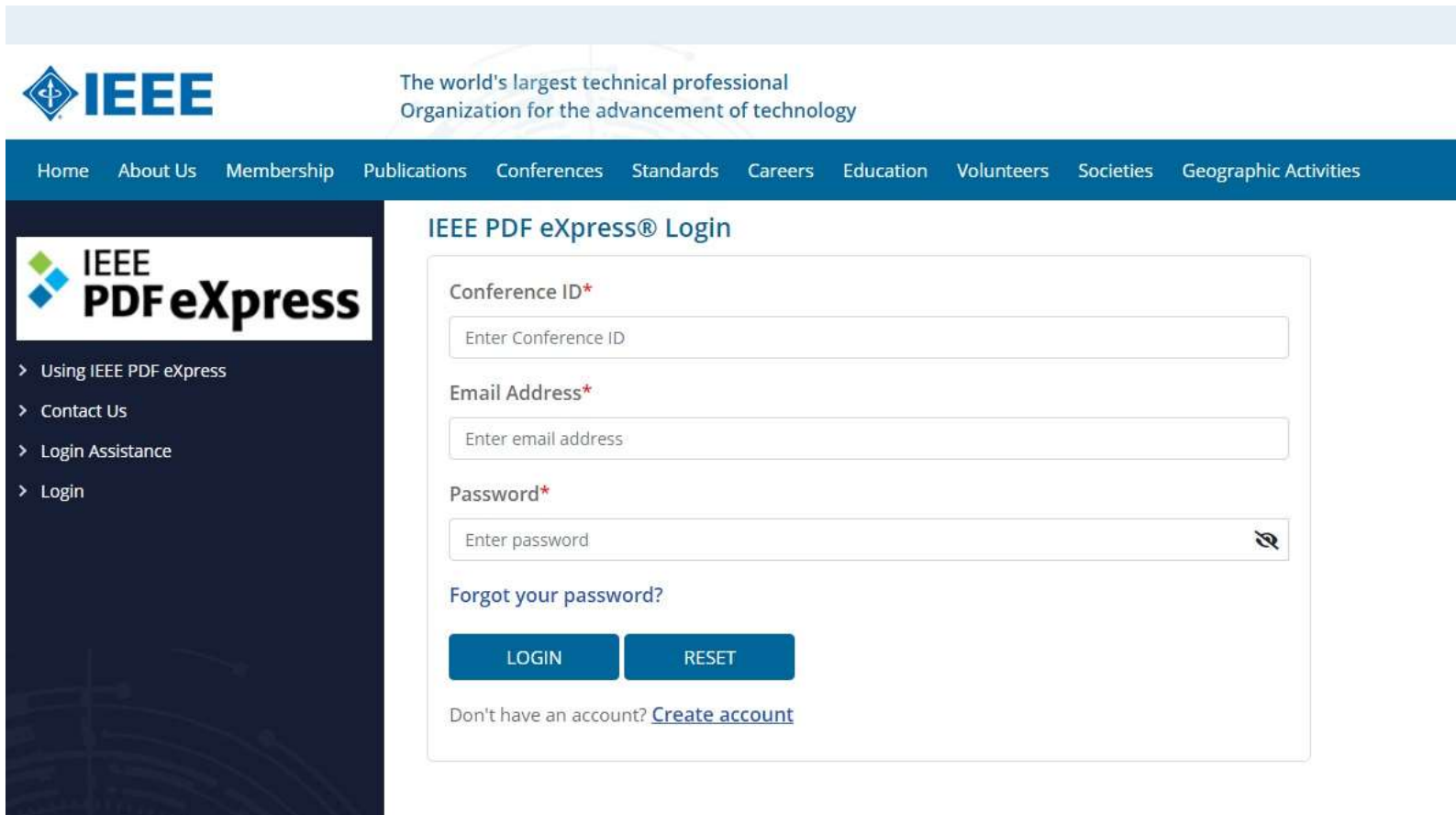


Checking work on the IEEE PDF eXpress website

Step-by-step instruction

1. Go to the IEEE PDF eXpress website — <https://ieeepdf-express.org>

The page looks like this. Go through the registration procedure by clicking the Create account button. If you have already registered this year, then enter the required information and click the LOGIN button.



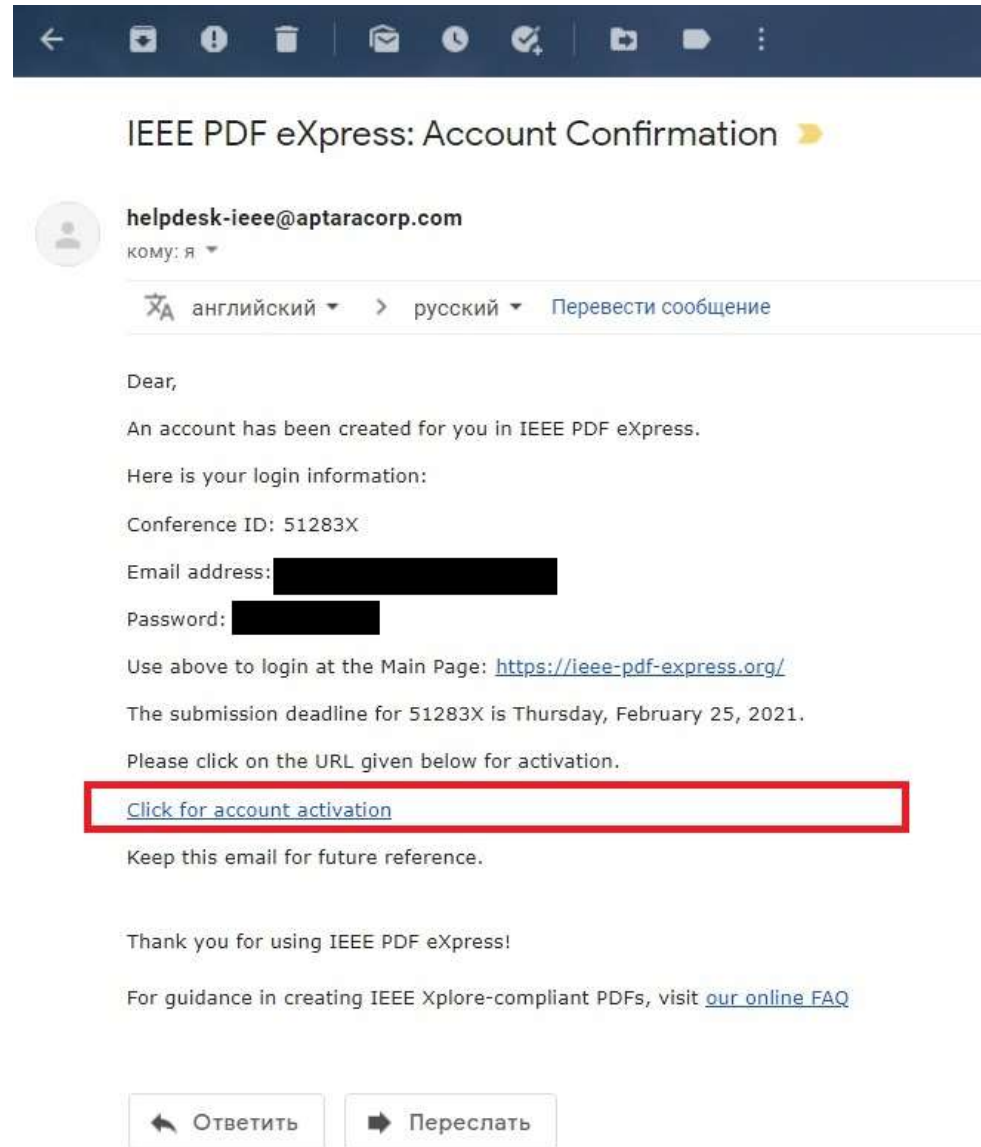
The screenshot shows the IEEE PDF eXpress website. At the top left is the IEEE logo with the tagline "The world's largest technical professional Organization for the advancement of technology". A navigation bar contains links for Home, About Us, Membership, Publications, Conferences, Standards, Careers, Education, Volunteers, Societies, and Geographic Activities. On the left side, there is a dark blue sidebar with the IEEE PDF eXpress logo and a menu with links: > Using IEEE PDF eXpress, > Contact Us, > Login Assistance, and > Login. The main content area is titled "IEEE PDF eXpress® Login" and contains a login form with the following fields: "Conference ID*" with a text input box containing the placeholder "Enter Conference ID"; "Email Address*" with a text input box containing the placeholder "Enter email address"; and "Password*" with a text input box containing the placeholder "Enter password" and a toggle icon. Below the password field is a link "Forgot your password?". At the bottom of the form are two buttons: "LOGIN" and "RESET". Below the buttons is a link "Don't have an account? [Create account](#)".

Enter the following information in the fields:

- Conference ID — 51283X
- Email Address
- Confirm Email Address
- Choose a Password


The screenshot shows the IEEE PDF eXpress Account Setup page. At the top right, there are links for Shop, Join, Collaborate, Contact Us, Sitemap, and IEEE Xplore. The IEEE logo and tagline "The world's largest technical professional Organization for the advancement of technology" are on the left. A navigation bar contains links for Home, About Us, Membership, Publications, Conferences, Standards, Careers, Education, Volunteers, Societies, and Geographic Activities. On the left side of the main content area, there is a sidebar with the IEEE PDF eXpress logo and links for Using IEEE PDF eXpress, Contact Us, Login Assistance, and Login. The main content area is titled "IEEE PDF eXpress® Account Setup" and contains the following text: "Please enter the IEEE PDF eXpress Conference ID Provided by your Conference Publication Chair, your email address, and choose a password for your account. Valid characters for password creation include: A-Z, a-z, 0-9". Below this text are four input fields: "Conference ID*" with a placeholder "Enter Conference ID", "Email Address*" with a placeholder "Enter email address", "Confirm Email Address*" with a placeholder "Enter confirm email address", and "Choose a Password*" with a placeholder "Enter password" and a password strength indicator icon. At the bottom of the form are two buttons: "SUBMIT" and "RESET".

You will receive an e-mail with the link to the specified mail to confirm your registration. Be sure to check the Spam folder! Press [Click for account activation](#) button.




You will be taken to a page with your email confirmation. Click the LOGIN button to enter your Personal Account.

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Email Address Verified

Your email address has been successfully verified. Now you can log in to the portal.

[LOGIN](#)

Fill in all the information and press LOGIN button.

- Conference ID — 51283X
- Email Address
- Password

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IEEE PDF eXpress® Login

Conference ID*

Email Address*

Password*

[Forgot your password?](#)

Don't have an account? [Create account](#)

Fill in the profile with information in English. Fields required for filling: First Name, Last Name, Institution, Department, Address, City, Zip Code, Country (highlighted in red in the screenshot). The other fields are optional.

IEEE PDF eXpress® User profile

Personal Information

Conference ID 51283K

Email Address [REDACTED]

First Name* Enter first name

Middle Name Enter middle name

Last Name* Enter last name

Suffix (jr/Sr/III) [dropdown]

Salutation (Informal name) [dropdown]

Telephone Number Enter telephone number

Fax Number Enter fax number

Institution (affiliation)* Enter institution

Department* Enter department

Address* Enter address

Address 2 Enter address2

City* Enter city

State Enter state

Zip Code* Enter zip code

Country* Enter country

*Indicates a required field

SUBMIT

After filling, click SUBMIT button.

If there are any mistakes, it will be showed on a screen. Fix all mistakes and click SUBMIT button again.

IEEE PDF eXpress® User profile

Personal Information

Conference ID

51283X

Email Address



First Name*

Enter first name

Enter first name

Middle Name

Enter middle name

Last Name*

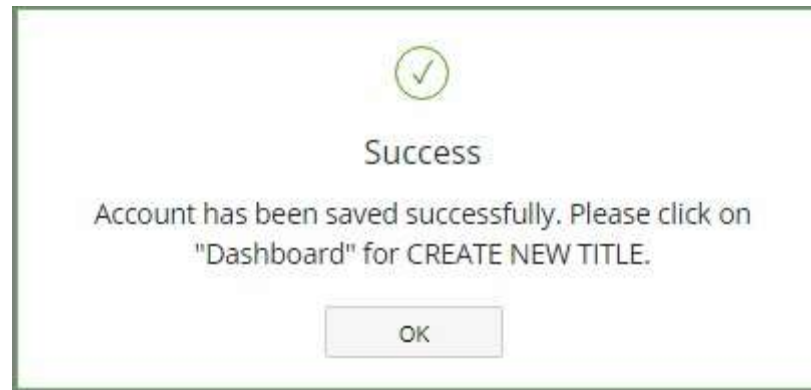
Enter last name

Enter last name

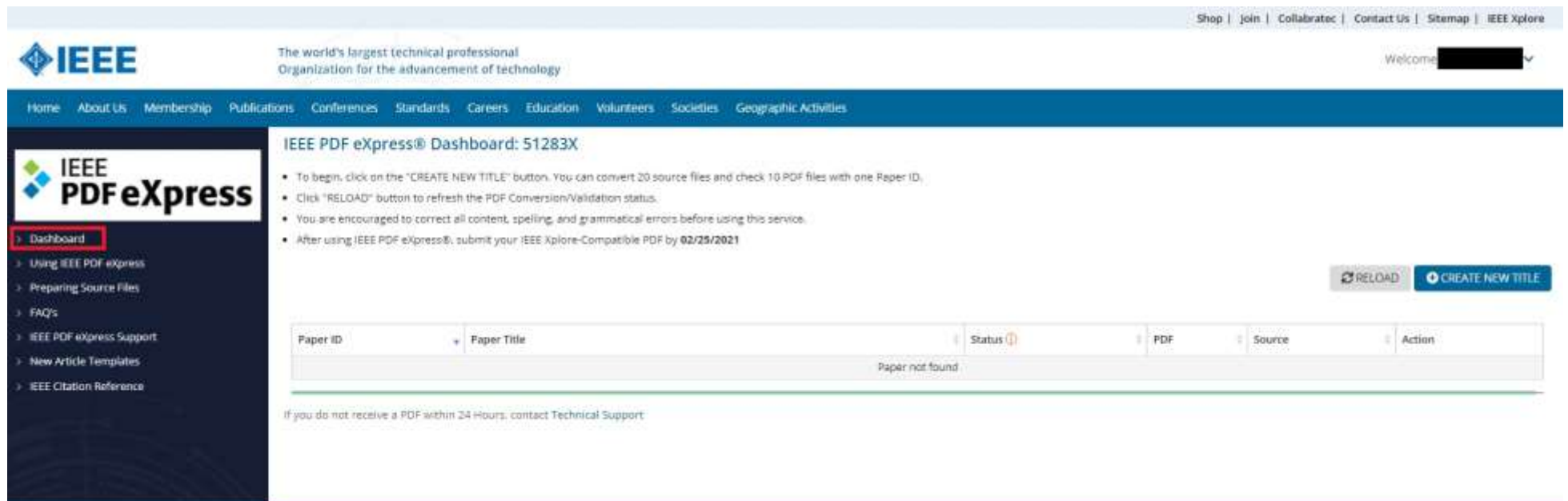
Suffix (Jr/Sr/III)

Salutation (Informal name)

After the successful registration, you will receive the following message. Press OK button.



On the left menu click the Dashboard button to go to the load menu. Press the CREATE NEW TITLE button.



The screenshot shows the IEEE PDF eXpress dashboard. At the top, the IEEE logo and tagline "The world's largest technical professional Organization for the advancement of technology" are visible. A navigation bar includes links for Home, About Us, Membership, Publications, Conferences, Standards, Careers, Education, Volunteers, Societies, and Geographic Activities. The main content area is titled "IEEE PDF eXpress® Dashboard: 51283X" and contains a list of instructions:

- To begin, click on the "CREATE NEW TITLE" button. You can convert 20 source files and check 10 PDF files with one Paper ID.
- Click "RELOAD" button to refresh the PDF Conversion/Validation status.
- You are encouraged to correct all content, spelling, and grammatical errors before using this service.
- After using IEEE PDF eXpress®, submit your IEEE Xplore-Compatible PDF by **02/25/2021**

Below the instructions are two buttons: "RELOAD" and "CREATE NEW TITLE". A table below the buttons shows a single row with the text "Paper not found". The table has columns for Paper ID, Paper Title, Status, PDF, Source, and Action.

Paper ID	Paper Title	Status	PDF	Source	Action
Paper not found					

At the bottom of the dashboard, there is a note: "If you do not receive a PDF within 24 Hours, contact Technical Support".

Enter the file name in the “Paper Title” field and press the CONTINUE button.

The form consists of a progress bar at the top with four steps: 'Create Title' (completed), 'Upload File' (step 2), 'File Received Result' (step 3), and 'Convert PDF' (step 4). Below the progress bar is a text input field labeled 'Paper Title*' with a red asterisk. The field contains the placeholder text 'Text Message'. At the bottom right of the field, it says '500 characters remaining'. Below the field is a blue button labeled 'CONTINUE'.

Upload your work. Please note that only pdf, zip, doc, docx, rar, tex files are allowed to be uploaded. Press the CONTINUE button.

Upon completion of the download, you will be shown a summary of your work. Press the CONTINUE button to start uploading the work to the site with automatic pre-conversion to pdf format.

Progress bar: Create Title (✓) — Upload File (✓) — File Received Result (✓) — Convert PDF (4)

If you submitted a file for conversion, a PDF will be sent to you shortly via email. This PDF will also be available through your account. In addition, you will receive an email confirming receipt of your source file or archive.

File Detail	
File name:	[REDACTED]
Size in bytes:	84263
Content type:	application/vnd.openxmlformats-officedocument.wordprocessingml.document

If you do not receive a PDF within 24 Hours, contact Technical Support

CONTINUE

After downloading the file, this message will be shown, and a letter will be sent to your mail.

✓

Success

File has been converted successfully

OK

The letter with acceptance of work for processing:

IEEE PDF eXpress Site Services: File Received(Paper ID 2021026238)



helpdesk-ieee@aptaracorp.com

кому: я

17:26 (7 минут назад)



английский > русский Перевести сообщение

Отключить для языка: английский x

Dear [REDACTED],

PDF eXpress has received your file:

Filename: [REDACTED]

Title: [REDACTED]

Paper ID: 2021026238

Received: 2/16/2021 2:24:52 PM

If you submitted a PDF: PDF eXpress will compare your PDF to the latest IEEE Xplore requirements. You will receive another email when your PDF has been checked.

If you submitted source file(s): PDF eXpress will convert your source file(s) to PDF in accordance with the latest IEEE Xplore requirements. You will receive another email when your new PDF is available.

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кому: я

17:27 (5 минут назад)



английский > русский Перевести сообщение

Отключить для языка: английский x

Dear [REDACTED],

2021026238.pdf (176.8 KB)

Your new PDF is ready for the following title:

Source Filename: [REDACTED]

Title: [REDACTED]

Paper ID: 2021026238

PDF Filename: 2021026238.pdf

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If there is any other issue with your PDF, you may go back to your account and Request a Manual Conversion: your submission will be sent to Technical Support for special handling.

For Paper ID: 2021026238

PDF Checks: 0 of 10

Source File Conversion: 1 of 20

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