

GUIDE TO SUBMITTING PAPERS ON THE MICROSOFT CMT3 SYSTEM

Step 1. Access the International Conference ICEIR 2025 link at:

<https://cmt3.research.microsoft.com/ICEIR2025>

Step 2. If you already have an account, you can log in directly:


Microsoft CMT

Email *

Password *

Log In

[Forgot your password?](#) | [New to CMT?Register](#)



The 2nd International Conference on the Emerging Industrial Revolution 2025

Step 3. If you do not have a Microsoft CMT account, register for an account:

Click the “Register” link to register for an account or go directly to the following address:

<https://cmt3.research.microsoft.com/User/Register?ReturnUrl=%ICEIR2025>

The fields requiring information input include:

- **Email:** The author's email address should match the email used in the paper for the Secretariat to easily cross-reference information.
- **Password:** The password must contain 12 characters and include each of the following:

lowercase letters, uppercase letters, numbers, and symbols. Valid symbols are:
~!@#\$%^&*()-_+={}[]|;'"<>,.?/

- **First Name:** The first name in the author's full name, for example, if the author's name is Nguyễn Văn Hùng, enter Hùng or "Hung".
- **Middle Initial:** The middle name, for example, "Văn" or "Van".
- **Last Name:** The family name, for example, "Nguyễn" or "Nguyen".
- **Organization Name:** The author should clearly state the name of the school, agency, or organization where they are working on the paper.
- **External Profile Information:** Additional information; authors may add scientific profile indices from Google Scholar, Semantic Scholar, DBLP, etc., if available.

Then, the author enters the Captcha code and checks the Checkbox to agree to the terms of the Microsoft CMT3 system and proceeds to register the account. Check your inbox (including the Bulk folder) for an email from Microsoft CMT containing the account confirmation link. Log in with the newly created account using the following link: <https://cmt3.research.microsoft.com/ICEIR2025>

Step 4. Submit the paper to the Microsoft CMT system:

Before submitting the paper, authors are kindly requested to carefully check the author information and paper format according to the guidelines on the official website of the International Conference ICEIR 2025: <https://iceir.nctu.edu.vn>

On the successful login interface, the author clicks the **"Create new submission"** button to proceed with submitting the paper.

Next, please follow the instructions on the submission interface and proceed to submit the paper. The information content includes: **Title, Abstract, Authors.**

Then, upload the research paper file to the system by dragging and dropping the file into the upload frame or clicking **"Upload from Computer"**.

Note: The system only accepts 3 file types: **.pdf or .doc and .docx**

Create New Submission

TITLE AND ABSTRACT

* Title

* Abstract

2000 characters left

AUTHORS *

You may add your coauthors.

Primary Contact	Email	First Name	Last Name	Organization	Country/Region

FILES

You can upload from 1 to 3 files. Maximum file size is 10 Mb. We accept **doc**, **docx**, **pdf** formats.

Drop files here

-or-

⬆ Upload from Computer

Submit

Cancel

Afterward, the author will receive an email from the Microsoft CMT system confirming successful paper submission. The author should note and save the following information for communication with the

Secretariat when necessary.

Track Name: ICEIR2025

Paper ID: The paper's identification number

Paper Title: The paper's title

Step 4. Change information and withdraw (delete) submitted papers

If you need to edit information or withdraw a paper, first log in to the conference using the account of the first author (or the person who submitted the paper) via the link at: <https://cmt3.research.microsoft.com/ICEIR2025>

Then, in the **Author Console** section, you can view the list of submitted papers and select the paper to edit or perform an action:

- Select the “**Edit Submission**” function to change the paper content.
- Select the “**Edit Conflicts**” function to resolve authorship conflict issues.
- Select the “**Delete Submission**” function to delete the submitted paper.

The screenshot displays the 'Author Console' interface. At the top, there's a navigation bar with 'Submissions' selected. Below it, a search bar and user information (Help Center, Select Your Role: Author, ICTDLU2025, Thang Ta) are visible. The main section is titled 'Author Console' and includes a '+ Create new submission' button. A table lists submitted papers. The first row is highlighted, showing Paper ID 1, Title 'Kết hợp đa hàm trong mạng thần kinh', and a list of actions: Edit Submission, Edit Conflicts, and Delete Submission. The 'Delete Submission' link is highlighted with an orange box.

Paper ID	Title	Files	Actions
1	Kết hợp đa hàm trong mạng thần kinh Show abstract	Submission files: baibao.docx	Submission: Edit Submission Edit Conflicts Delete Submission

Additionally, you can refer to <https://cmt3.research.microsoft.com/docs/help/author/author-submission-form.html> to explore other features of the CMT3 system.